WeBWorK Interface Tutorial

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Setting Things Up in Moodle

This section tells you how to make a link in your Moodle course to your WeBWorK course. There are two ways to set this up.

- Course Mode (Default setting) Described below
 - The mark sent by WeBWorK to Moodle is a weighted average over all questions, rather than a weighted average over all assignments.
- Assignment Mode Contact Sean Fitzpatrick if this is of interest.
 - Each assignment mark is sent back to Moodle separately.

- 1. On your Moodle course page, click on the green button in the upper-right corner labelled "Turn editing on".
- 2. In the section where you want the link to WeBWorK to appear, click "Add an activity or resource".
- 3. Choose "External Tool" from the list on the left.
- 4. Click "Add" at the bottom of the window.
- 5. Enter a name for the activity (e.g. "Online Homework").
- 6. Click "Show More", and find the Launch Container option. From the drop-down menu, select "New Window".
- 7. You may enter an activity description, but **do not** double-space or enter any control characters.
- In the tool URL, enter the link to the WeBWorK course page (e.g. https://webwork.cs.uleth.ca/webwork2/COURSENAME). You may copy/paste the link from a web browser when you are on your course's home page on WeBWorK. See <u>step</u> <u>3 in the next section</u> of this document.
 - NOTE: The address **must** start "https://", **not** "http://".
- 9. Click the "Save and return to course" button at the bottom of the page.

WeBWorK: Home Page, Course Selection, and Logging In

- 1. To start, open your web browser and go to <u>https://webwork.cs.uleth.ca/webwork2/</u>. This will take you to the WeBWorK homepage for the University of Lethbridge.
- 2. On this page, all of the available courses will be listed. Find the course that you are wanting to work with, and click it.
 - If the course you are looking for is not on the list, contact the university's WeBWorK administrator for further assistance. To do so, find the "Contact <name> if you are having problems..." section in the "Site Information" panel on the right-hand side of the page, and click the link where <name> is.
- 3. Once you have clicked on the desired course, you will be taken to a log-in screen. Enter your username and password, and click "Continue".
 - If you are having problems logging in, including if you have forgotten your username and/or password, use the contact link that is mentioned in step 2's side note.

Course Page Anatomy

1. Below is an example of what the main page for your course should look like. Note that if this is your first time logging in, there may not be any homework sets. Don't worry! We'll get to making those!

🖗 WeBWorK	CORRECT MARA MATHEMATICAL ASSOCIATION OF AMERICA	Logged in as
MAIN MENU Courses	webwork / Summer_Test	
Homework Sets User Settings Grades	WeBWorK Testing Summer 2017	
Instructor Tools	Homework Sets	Course Info Edit
Classlist Editor	Name Status	
Hmwk Sets Editor Library Browser	TestSet will open on 05/15/2017 at 11:59pm MDT	Put information about your course here. Click the edit button above to add your own message.
Statistics Student Progress	Clear	
Scoring Tools Email	Download PDF or TeX Hardcopy for Selected Sets	
File Manager Course Configuration	Email instructor	
Help		
0		
Report bugs		
	Page generated at 05/15/2017 at 02:12pm MDT	
	WeBWork @ 1998-2016 Litherner math.4 Liww.version; 2.12 Linci version; 2.12 The WeBWork Project	

2. To start with, we'll focus on the left-hand side of the page; namely, on the Main Menu.

Here's a brief breakdown of the options that are available.

- Courses: Returns you to the course selection page. Used if you want to manage another course. Note that you may have to log in again.
- Homework Sets: Lists the homework sets for the current course and allows you to view/test them.
- User Settings: Allows you to modify various personal settings, such as your email address and account password.
- Grades: Lists your grades on each assignment.
- Instructor Tools: Acts as a "search function" of sorts for the different instructor tools. Good for if you know what you want to do, but you're not sure which tool will do it. Otherwise, you can select from the headings below.
- Classlist Editor: Allows you to manage information for each student in the class.
- Hmwk Sets Editor: Provides tools for modifying existing homework sets, including: changing their open/close dates, scoring them, and changing the users that are assigned to each.
- Library Browser: Used for adding questions to homework sets.
- Statistics: Displays statistics for individual homework sets and users.
- Student Progress: View the progress of each student on a specific homework set, or a specific student's progress on all homework sets.



- Scoring Tools: Used to produce a .csv file that contains each student's score information on each homework set. This file can then be used in other programs, like Microsoft Excel.
- Email: Provides an interface for emailing one or more students in the course. Good for sending bulk class notifications, answering individual questions, etc.
- File Manager: Used for uploading, deleting, and modifying your files on the WeBWorK server. Commonly used for adding new question files.
- Course Configuration: A number of course-specific settings. In general, it's best to leave these untouched unless you really know what you're doing.
- Help: Links that can be helpful if you run into problems using WeBWorK.
- ?: Context-sensitive help that provides different information depending on the page you are currently on.

Homework Sets

Creating a set

- 1. Select "Hmwk Sets Editor" from the main menu. You will be taken to a page where all the available homework sets (if any) are listed.
- 2. About halfway down the page, there is a list of tabs, as shown below. Click on the "Create" tab.

Filter	Sort	Edit	Publish	Import	Export	Score	Create	Delete
Show wh	iich sets?:	enter r	natching set	IDs below	•			
Matak av	what? (a	oparato	nultiple IDs	with comm	nc)*·			

- Take Action!
- 3. You will be prompted to enter the name of the new set. Note that the names of your homework sets have to be unique. Entering a name that is already in use will cause the set creation to fail.
- 4. Below the set name box, you can select whether you want to create a new empty set (no questions will be in it), or if you want to duplicate an existing set, including its questions, assigned users, dates, etc.
 - If you decide to duplicate an existing set, make sure to check the checkbox next to it in the homework set list below. If you don't, WeBWorK will throw an error. The checkboxes for each set are located to the left of their name. If multiple boxes are checked, only the first one in the list will be duplicated for the new set.

5. Once you have entered the set information, click the "Take Action!" button below the set information. If everything is valid, the set will be created, and will appear in the table below. If something goes wrong, check that you haven't used a name that's already in use or tried to create a duplicate of a set without selecting any sets.

Adding Questions to a Homework Set

1. In the main menu, click "Library Browser". You will be presented with the following interface:

Browse	Open Problem Library	Local Problems	From This Course	Set Definition Files			
		or Problems from Contrib	OPL Directory				
Subject:	Subject: All Subjects						
Chapter:	All Chapters			<u>-</u>			
Section:	All Sections			-			

- To start, click on the drop-down menu at the top (labelled "Select a Set from this Course"). This will list all of the homework sets that are in the course; select the one that you would like to add questions to.
 - If you would like to add questions to a new set, you can instead enter the name of the new set into the box to the right of the "Create a New Set in This Course" button. Then, continue following the instructions; the set will automatically be created, and the questions will be added to it.
- 3. Next to the "Browse" label, there are four buttons, each of which represents some selection of questions. By default, "Open Problem Library" is selected. Here is the breakdown of each selection:
 - Open Problem Library: A library of community-provided questions, covering a wide array of topics. Provides drop-down menus to filter by subject, chapter, and section. There is also an "Advanced Search" button to the right of these menus; clicking this will provide options that give greater control over the questions that are returned.
 - Local Problems: Used for adding problems that are stored in the course on the local WeBWorK server. This is what you will use if you are adding questions that you have uploaded to WeBWorK. After clicking the "Local Problems" button, use

the drop-down menu below it to select the folder that contains the problem(s) you wish to add. Note that while you can only select one folder at a time, you can add questions from multiple folders. You will just have to add from the folders individually.

- From This Course: Similar to Local Problems, except you can select an existing homework set from your course and add questions from it to another set. This can be useful if you want to reuse certain questions on assignments/practice tests. Simply click the drop-down next to the "Browse from" label and select the homework set to pull questions from.
- Set Definition Files: This is used to pull questions from pre-defined homework sets that are on the WeBWorK server, but have not necessarily been explicitly added to the course. Click the drop-down next to "Browse from" and select the desired set file. This can be useful for professors in different classes to pass homework sets around for use in other classes/assignments, rather than worrying about duplicating individual question files.
- 4. Once you have filtered down to the questions you want, look at the lower section of the filtering interface. In the bottom-left corner is the "View Problems" button, which will display the questions that fit your search criteria when clicked. However, before doing this:
 - a. Check the "Display Mode" drop-down menu. It is highly recommended that you select "MathJax" from this menu if it is not already selected. Most modern browsers should be compatible with MathJax, and it makes it much easier to view formulas, graphs, and images within the questions. However, if you know the specific problem you want, you may want to select "None". This will hide all of the problem text, making it a lot easier to search for a particular problem's file path. Note that if you do this, you may want to click the "Show all paths" button after hitting "View Problems". This will display all of the file paths so that you can quickly scroll through or use Ctrl+F to find the one you're looking for.
 - b. Feel free to change the maximum number of questions that are shown on each page of results by changing the "Max. Shown" drop-down. It's recommended that you don't select "All", as loading too many questions at once can be quite resource-intensive, causing the web browser to freeze.
 - c. Click one or both of the checkboxes on the far right-hand side to enable the display of the hints/solutions for each question. This does not enable or disable them in the question; just whether they are visible on this page. Alternatively, leave both unchecked if you only care about the questions.
- 5. Once you've clicked "View Problems", the problems that match your criteria will be displayed. If you want to add specific questions, you can find the questions you want to add, and click the blue "Add" button above the top-left corner of the question. Otherwise, if you want to add all the questions that were returned by your search, click the blue "Add All" button that is directly under the search interface.

- If more results are returned than can fit onto the page (based on the Max. Shown value), there will be a "Next Page" button next to the "Add All" button. Use this to go to the next page of results.
- In some cases, the LaTeX for a problem may not display when you're viewing this list. If this happens, click the "Show path..." text next to the blue "Add" button for the question. This will display the question's file path, and the LaTeX for the problem should appear. If it still doesn't, go to step 7 to open the problem on its own.
- 6. If, say, you searched for the wrong questions and want to clear the screen of the results, click the "Clear Problem Display" button next to the "Add All" button. This will effectively reset the search page, allowing you to start your query over from scratch.
- If you would like to try out a question before adding it to the homework set, click the
 icon above the top-right corner of the question. Alternatively, if you would like to edit a
 question, click the
 icon next to the
 o.

Set Settings

- 1. In the main menu, click on "Hmwk Sets Editor". The homework sets for the course will be listed in a table below.
- 2. Find the set whose settings you wish to change, and click the number in the "Edit Problems" column (the third column from the left) for it.

3. Here are all of the settings that are available for homework sets:

General Information					
Opens	05/15/2017 at 11:59pm	Ê			
Answers Due	05/22/2017 at 11:59pm	Ê			
Answers Available	05/24/2017 at 11:59pm				
Visible to Students	Yes 🔹				
Hide Hints from Students	No 🔽				
Assignment type	homework 🔸				

Set Description

Headers Data					
Set Header	defaultHeader				
	Use Default Header File	-			
Hardcopy Header	defaultHeader				
1 .	Use Default Header File	+			

4. In the "General Information" box, you can change the date the homework set opens (becomes available to students to answer), when the answers are due (when students must submit their answers by), and when the answers are available (when the solutions

are available for students to view). The easiest way to do so is to click the th button to the right of the appropriate text box. If that does not work, type the information into the textbox, following the format that is already there.

- 5. In the "General Information" box, you can also adjust whether the homework set is visible to students, i.e. Can they look at the questions from the set before it becomes available for them to submit answers? You can also choose whether questions hints will be hidden from students and set the assignment type depending on whether the set is a general homework assignment, a test, etc. See <u>Set Types</u> for more information on each type and their uses.
- 6. In the middle of the set settings, there is a box where you can modify the set description. If you want to include some detailed information about the types of problems contained within the set, this is a good place to put it!

7. The last settings section provides options for headers. These are placed at the top of the page for the homework set. The set header is the one that is used for the questions on WeBWorK, while the hardcopy header is the one that will appear if the set is printed. By default, both use the same built-in header. However, if you want to customize the design of your assignments a bit more, it might be a good idea to look into making some custom headers.

Set Types

- Homework: The basic homework set type. All of the other homework types basically add features to this type.
- Gateway/quiz: Implements various features for creating quizzes and tests on WeBWorK.
 See

<u>http://webwork.maa.org/wiki/Gateway_Tests_and_Quizzes#GatewayQuiz_Assignments</u> for more info.

- Proctored gateway/quiz: Similar to the gateway/quiz type, except that students need to get a proctor's authorization to start and finish the assignment. See <u>http://webwork.maa.org/wiki/Gateway_Tests_and_Quizzes#Proctored_GatewayQuiz_As</u> <u>signments</u> for more info.
- Just-in-time: Allows "alternate" questions to be added into homework sets. These will be presented to the student if they hit a threshold of incorrect answers on a particular question or if they get stuck and want an easier version of a problem. See http://webwork.maa.org/wiki/Just-In-Time#.WT65G61z2Cg for more information.

Managing Questions in Sets

- 1. In the main menu, click on "Hmwk Sets Editor". The homework sets for the course will be listed in a table below.
- 2. Find the set whose settings you wish to change, and click the number in the "Edit Problems" column (the third column from the left) for it.
- 3. Scroll down, and all the problems in the set will be listed. If you want to see the actual problem text, click on the "Render All" button under the "Problems" heading. If you only want to render an individual problem, find the desired problem and click the icon near the top-left corner (adjacent to the icons). If you want to hide the problem text, click the "Hide All" button adjacent to the icons). If you want to hide the problem text, click the "Hide All" button adjacent to the icons adjacent to the icon adjacent to the mathematication or click the icon again for the target problem. You can also use the "Display Mode" drop-down to switch between MathJax and images. If supported, MathJax is recommended, as it tends to format equations and graphs in a cleaner manner.
- 4. Follow the instructions below to make changes as necessary.
- 5. Once you are satisfied with your changes, scroll to the bottom of the page and click the blue "Save Changes" button in the bottom-left corner. If you mess up and want to undo all your changes, click the adjacent "Reset Form" button.

Reorder Questions

1. To reorder questions, click and hold on the double-ended arrow in the top-left corner of the question. Then, drag the question up or down in the list until it is positioned where you would like it.

Deleting Questions

- 1. On the left-hand side of each question's box, there is a checkbox labelled "Delete it?". If you want to remove one or more questions, check this box in all target questions. Then, scroll to the bottom of the page and click the blue "Save Changes" button.
 - This will not delete the question from your library; it will just remove it from the current homework set.
- 2. When deleting questions, the numbers on the remaining questions may not change, e.g. If you delete question 1, the first question will be marked as question 2. To fix this, click the "Renumber Problems" button under the "Problems" heading.

Weighting Questions

1. If you want to make some questions worth more than others, adjust the number in the textbox labelled "Weight" (at the top-centre of the question box). The default weight for all questions is 1.

Setting Maximum Attempts

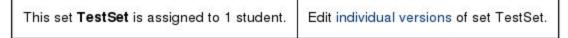
1. If you want to place a limit on the number of times that students are allowed to attempt a question, adjust the value in the "Max attempts" box for the question. The default value is "unlimited".

Rerandomizing Questions

- 1. If you want to prevent students from getting answers through trial and error, adjust the "Rerandomize after" value. Whatever value is set here determines how many times a question can be attempted by a student before new values will be generated for the problem for them. The problem will remain unchanged, but they will have to perform the calculations with different numbers.
- 2. The "Rerandomize after" value can have a default value in the course configuration that is used for all sets in the course. If you want to use this value, enter "-1" as the value in the textbox. By default, the textbox value is set to "Default", which will also grab the value from the course configuration.
- 3. To disable rerandomization, enter a value of 0 into the textbox. This will make it so that the values in the question stay constant for each student, regardless of how many times they attempt it.

Managing Questions for Individuals

- In general, this is used if a specific student is having problems with their version of the assignment. A common issue is that the values they are receiving for a particular question make the question impossible. Luckily, this is fairly easy to fix!
- 1. In the main menu, click on "Hmwk Sets Editor". The homework sets for the course will be listed in a table below.
- 2. Find the set whose settings you wish to change, and click the number in the "Edit Problems" column (the third column from the left) for it.
- 3. Near the top of the page, there are two boxes:



- 4. Click on the "individual versions" link.
- 5. In the list of students, find the student whose version of the homework set you would like to edit. Then, click the link to the right of their information that says "Edit data for <name>".
- 6. Since most of the options available for editing a set for an individual are identical to the ones that apply to everyone, I will refer you to the "Managing Questions in Sets" section for information on most of the options here. The only difference is that the values set here will only apply to the student you are currently editing data for. However, if you would like to change the values that the student is receiving for the problem, continue following these steps.
- 7. After finding the question you want to work with, look near the centre of the question's panel. There will be a value in a textbox labelled "Seed". Change this value to some positive integer. This will provide a new seed for the random number generator that generates the student's values for the problem, meaning that they will receive new initial values.
- 8. If you want to check that the new seed is producing valid values, click the ^(*) icon near the top-left corner of the question. This will open a preview of how the question will look to the student, complete with the values generated with the current seed.
- 9. Once you are satisfied with your changes, scroll to the bottom of the page and click the blue "Save Changes" button in the bottom-left corner. If you mess up and want to undo all your changes, click the adjacent "Reset Form" button.

Exporting Homework Sets

1. Select "Hmwk Sets Editor" from the main menu. You will be taken to a page where all the available homework sets (if any) are listed.

2. About halfway down the page, there is a list of tabs, as shown below. Click on the "Export" tab.

						8	
Show whi	ch sets?	enter i	matching set	IDs below	-		
Match on	what? (s	eparate	multiple IDs	with comma	as)*:		
Match on	what? (s	eparate	multiple IDs	with comma	as)*:		

- 3. A drop-down menu will appear below the tab list, enabling you to select which sets to export. You have the options of:
 - All sets: Exports all homework sets in the course.
 - Visible sets: Exports all homework sets whose visibility is set to "Yes".
 - Selected sets: Exports homework sets that have been selected in the list below. Select the desired homework sets by checking the checkbox to the left of their name.
- 4. Once you are finished, click the blue "Take Action!" button. You will be taken to a screen that lists which sets will be exported. If everything looks good, click the blue "Take Action!" button. If not, click the "Cancel Export" tab, then click "Take Action!". This will abandon the export operation so you can make modifications as needed.
- Once you have finished exporting, the sets will be located in the templates folder in your course directory. This can be accessed by clicking "File Manager" in the main menu. Each homework set will be saved into its own .def file.

Importing Homework Sets

- 1. Select "Hmwk Sets Editor" from the main menu. You will be taken to a page where all the available homework sets (if any) are listed.
- 2. About halfway down the page, there is a list of tabs, as shown below. Click on the "Import" tab.

Filter	Sort	Edit	Publish	Import	Export	Score	Create	Dele
Show wh	ich sets?:	enter r	matching set	IDs below				
Match on	what? (s	eparate i	multiple IDs	with comma	as)*:			

3. The following menu will appear:

Import from where?: Enter filenames below	
Import sets with names:	
· · · · · · · · · · · · · · · · · · ·	
Shift dates so that the earliest is:	#
Assign this set to which users?: only trevor.henders.	

Take Action!

- 4. For starters, choose if you are importing a single set or multiple sets by adjusting the top drop-down. Once you've done so, the widget next to "Import from where?" will change.
- 5. If you are importing a single set, select the name of the set from the next drop-down. If you are importing multiple sets, hold the Ctrl key and click on each set in the list that you want to import.
- 6. Next to "Import sets with names", enter the name of the new set that you want the imported set(s) to go into.
- 7. If necessary, adjust the date/time on "Shift dates so that the earliest is". This is good for if you are importing multiple old sets that may have long-past open/due dates.
- 8. Using the bottom drop-down, select which user(s) you want to assign the new set to.
- 9. Click the blue "Take Action!" button.

Questions

Adding New Questions

- Note: These instructions are for adding new questions to the WeBWorK server that you
 have written yourself or received from someone as a .pg file. If you want to add
 questions to homework sets, please refer to the "Adding Questions to a Homework Set"
 section.
- 1. In the main menu, click on "File Manager".

 You will be shown a list of all the files in the "templates" folder of your course. Example: File Manager

derFile.pg	
derFile.pg	View
rFile.pg	Edit
	Download
	Rename
	Сору
	Delete
	Make Archive
	New File
	New Folder
	Refresh
lo file selected.	
	No file selected.

✓Unpack archives automatically ✓then delete them

- 3. It is recommended that you organize your questions into folders based on subject, function (assignment, quiz, etc.), and so on.
 - a. If there is already a directory that you want to add the problem to, double click it in the file list, then continue doing so if you need to drill down through a series of nested folders. If you need to move to a previous directory, either use the ^ button in the top-left corner or the drop-down menu above the file list.
 - b. Otherwise, click the "New Folder" button in the button list to the right of the file list. You will be prompted to enter a folder name. IMPORTANT: Do not use apostrophes in your folder name! Once you are done, click "New Folder".
- 4. Click the "Browse" button below the file list. A file browser for your local computer will open.
- 5. Navigate to the question file that you would like to add. It should have a .pg extension. Make sure to rename the file before uploading if it has an apostrophe or other uncommon character in its name. In general, stick to alphanumeric characters, hyphens, and underscores in your file names.
- 6. Once you've selected the file, click "Open". Then, back on the WeBWorK file manager page, click the blue "Upload" button next to the "Browse" button.
- 7. If the file is uploaded successfully, a green notification will appear at the bottom of the page to let you know.
- 8. In the event that a file already exists with the name of the one you are trying to upload, you will be given a chance to either rename the file you are uploading or overwrite the old file with the new one. Feel free to do whichever is most suitable for your situation.

 Now, when you are adding questions to a homework set, just select the "Local Problems" option, then select the directory that you uploaded the question to from the drop-down menu. Once you click "View Problems", the question you uploaded should appear in the list.

Editing Existing Questions

- 1. In the main menu, click on "File Manager".
- 2. You will be shown a list of all the files in the "templates" folder of your course. See the "Adding New Questions" section for an example.
- 3. Use the file/folder list box to navigate to the question file you would like to edit. To open a folder, double-click on it. To go up a level, click the ^ button above the file list's top-left corner.
- 4. Once you have found the file that you would like to edit, single-click it; this will enable the list of buttons to the left of the file list.
- 5. From here, you have two options:
 - a. Click "Download" to save the file to your computer. Then, you can open it in most text editing programs to modify the file. Afterwards, follow the instructions for adding a new question to re-upload the file.
 - b. Click "Edit" to open WeBWorK's text editor. While the editor takes a very "no frills" approach to things, it can be quite useful if you just need to make a couple of quick changes, such as fixing spelling errors. Once you're done, scroll to the bottom of the page and click "Save" to save over the old version of the file, or type a new file name into the textbox to the right, and hit "Save As". If you make a mistake while making changes, you can press either "Revert" or "Cancel"; the former reverses your changes to the file, while the latter reverses all your changes and then closes the file.

Deleting Questions

- 1. In the main menu, click on "File Manager".
- 2. You will be shown a list of all the files in the "templates" folder of your course. See the "Adding New Questions" section for an example.
- 3. Use the file/folder list box to navigate to the question file you would like to edit. To open a folder, double-click on it. To go up a level, click the ^ button above the file list's top-left corner.
- 4. Once you have found the file that you would like to edit, click it; this will enable the list of buttons to the left of the file list.
- 5. Click the "Delete" button. A prompt will appear to confirm that you want to delete the file. Make sure you know what you're doing, as this will remove the file from any homework sets it is currently in!
- 6. Once you're sure that you want to delete the file, click the "Delete" button. If you've changed your mind, click "Cancel".

Tips for Students

This section is dedicated to information that you may want to pass on to your students to assist them when they tackle your homework sets.

Figuring Out What You Got Wrong

When checking your answers on a particularly long question in WeBWorK, it can sometimes be difficult to figure out which answer matches up to each blank. This is made more challenging by the fact that WeBWorK doesn't number the answers. However, there's an easy way to figure out which question is being referred to:

- 1. Find the answer that you are interested in.
- 2. Click on the "correct" text in the green box next to it (if you got it correct) or the "incorrect" text in the red box next to it (if you got it wrong).
- 3. The page will automatically scroll down to the appropriate answer blank, and the blank will be highlighted.

Getting Help with Formatting

WeBWorK tends to be pretty versatile when it comes to the types of inputs that it will accept. However, there's always a possibility that you have some wacky method of typing matrices that nobody else has ever thought of. If you're concerned that this might be the case, use the help links that are located on many questions. In most problems, each answer blank has a link next to it labelled "help(<something>)". That <something> bit may be matrices, vectors, numbers, or something else appropriate to the question. Whatever the case, clicking this will open a window that explains how WeBWorK expects your answers to be formatted. If what you're trying isn't working, try using the formatting here to see if that solves anything.