Students: Contacting Your Instructor

Students may sometimes encounter errors using WeBWorK – either with a specific homework problem an instructor has assigned or an error within WeBWorK. In both situations, students can contact the instructor directly through WeBWorK with questions.

**Contacting Your Instructor in WeBWorK**

1. On the course home page, click the **Email Instructor** button located at the bottom of the page as shown in Figure 1. This will display the **E-mail Instructor** page.

2. Enter **your name** in the **From:** field and **your message** in the **E-mail:** field, shown in Figure 2.

   **Note:** If you click on this button from a specific problem, then your instructor will be sent a link and be brought directly to the problem you are working on. Therefore, you do not need to tell the instructor which problem you are working on.

   **Note:** Do not assume this e-mail will be confidential! The instructor can opt to let e-mails be sent to multiple individuals, including a teaching assistant and the WeBWorK administrator.

3. Click the **Send E-mail** button, shown below, when you have completed your message. This will send your message to the instructor of the course.

   ![Send E-mail](image1)

   ![Cancel E-mail](image2)