Getting Started with LON-CAPA

*LON-CAPA* implements an integrated Learning Online with Computer-Assisted Personalized Approach for the delivery of course content materials such as laboratory manual, assignments, quizzes and examination. With the use of *LON-CAPA*, you have multiple tries for each assignment problem. You can also submit your answers from any computer connected to the web.

Accessing *LON-CAPA*

1. Start your favorite Web Browser.
2. At the URL, type http://loncapa.fsu.edu. (Some browsers have location or address instead of URL.)
3. Enter your username and password. (Your username and password are the same as your garnet account – the account you use to register for your courses.)
4. Click on the Log In button. (See Figure 1.)
5. Once you have successfully logged in, a separate window, the “Remote Control” (Figure 2) will open up. The Remote Control is used to control access to various functions of *LON-CAPA*.
6. **Very important.** Some computers have filters that prevent the pop-up windows (the Remote Control) from opening up. If you do not get the Remote Control, go back to the login page and click on the Accessibility Options. Then login as described on step 3.
7. Next click on "Select" button on the row that shows you as a student in the PHY2048C course.
8. From there you will see links to the various assignments and other information.

Note: If you have problems logging in to loncapa, check that your garnet username/password is valid by logging in to another system that uses your garnet account such as your garnet e-mail. If you can log in to the other system, but cannot log in to loncapa, please read [http://loncapa.fsu.edu/adm/loginproblems.html](http://loncapa.fsu.edu/adm/loginproblems.html) webpage.
Navigating within LON-CAPA
You can navigate within LON-CAPA with or without the “Remote Control”. The default is with the remote. To navigate without the remote, click on the X on the top right hand corner of the remote (not the Exit button).

With the “Remote Control”
1. Once you have selected your course as described in step 7 above, you will see a list of the course content. Clicking on any of the links will bring you to that page.
2. To move forward/backward one page click on the right/left arrow on the remote.
3. At any point you can click on the NAV button to see the course content.
4. To print an assignment, first make sure that you are viewing a problem (not the course content). Then click on the PRT button on the remote. Select the options you want to print the problem/assignment.

Without the “Remote Control”
1. Once you close the remote, you will get a set of menu at the top of the page. To see the course content, click on “Navigate Contents”. Click on the any of the links to open up that page.
2. To move forward/backward on page click on the “forward/backward” link near the top of the page.
3. To print an assignment, first make sure that you are viewing a problem (not the course content). Then click on “Prepare Printout”. Select the options you want to print the problem/assignment.

Discussion Forum
Your instructor has activated the discussion forum. Discussions are context-sensitive, i.e., your posting will be appended to the page that you are currently viewing.
1. To start a posting, click on FDBK on the remote (or Feedback discuss without the remote),
2. There are many different options you can provide feedbacks. However, for class discussions related to a problem, select one of the options under “Discussion Contributions”.

Discussions are meant for students to post comments, questions and hints for a problem. It is monitored by your instructors. DO NOT post formulae on the discussion page. Even though you can post anonymously, your instructors have access to your identity. Your posting privileges will be revoked without warning if you disregard the rules.
Your assignments will be available on the web on Tuesdays. You have 1 week to complete each assignment. The due date and time are shown on the assignment. Note that the time is very strict. It is strongly recommended that you solve the problems before login. Discussion of concepts and methods with fellow students is encouraged. Some problems have hints that are activated after a set number of tries.

Notes
1. There is no limit to the number of times you can login/logout of LON-CAPA.
2. You may repeat the problems you missed. Your instructor sets the number of tries for each problem. If you get an "incorrect" response, there is help available for some of the problems.
3. Exponent should be entered as Exx. For example, if the answer is $6.02 \times 10^{23}$ it should be entered as 6.02e23 (no spaces).
4. Most answers require units. You will be prompted to enter the units if the answer requires you to put in the units. A submission does not count as a try without the correct units. A list of standard units is available on the lon-capaweb page. The only acceptable form for the units is the symbol form listed on the 3 tables. For example, if the answer is 1.0 foot/sec, it should be entered as 1.0 ft/s, not 1.0 foot/second or 1.0 foot/s. However, you can enter the answer as 30.48 cm/s or 0.3048 m/s or any form that has the correct conversion factor.
5. Power for a unit should be entered as ^x. For example, acceleration which has unit m/s$^2$ should be entered as m/s^2.
6. A unit that contains a product of two quantities should have the * symbol. For example, the unit for momentum should be written as kg*m /s.
7. Each problem is normally set to expect a range of significant figures (usually 3-5). LON-CAPA may response with "Adjust significant figures" if your answer does not have enough significant figures. This response does not affect your number of tries, and does not tell you whether the answer was numerically correct or not.