Before you begin, make sure you have the appropriate browser and java enabled. The Math Department’s Windows server (w2k2.math.tamu.edu) has Internet Explorer properly configured. The machines in ITLAB (Bloc 511) are similarly enabled. (The website itself will check if you have a workable browser.)

The first thing you need to do is logon to the BCA Authoring site. The URL is http://bca-author2.brookscole.com/ as shown below

Enter this address into the browser, and go to the main web page. You will notice that it redirects you to a different URL (the so-called “front porch”) which gives you a number of logon choices. Since you have a username and password assigned, you can go to the Login option.
If you have logged on before, and selected the “TAMU AUTHORING” site, a cookie will be set and you will be taken directly to a web page which looks like the figure below:

![Registered Users Form]

Otherwise, click on the link “Find Your School” and select the “TAMU AUTHORING (,)” link.

![Find Your School Form]

Once you have navigated to the correct logon screen, you may enter your username and password (as shown below).
Enter your user name, password, and school to log in. If the school shown is not the one you are registered at, click on Find Your School to locate the correct one.

Registered Users

Please note, both fields must be filled in before moving on.

User Name: [Input field]
Password: [Input field]
School: [Input field]

TAMU AUTHORIZATION
Please be sure this is where you are registered. If it isn't, click the Find Your School link below.

Click the “Login” button. After you logon, you will be shown a rather large and complicated screen. At the left, there will be a navigational toolbar (as shown below):

If you click on the “administration” link (in the “Other” category) a web page containing administrative options will open (as shown below)
Click on the “Authoring tools” link. A new panel will open up, and a screen similar to the one shown below will list all the books that are available to you. Note, you always have a “Personal Book” which you can create and store problems in.

If you select one of the books, e.g. the second one, it will open up to show you a screen similar to that shown below.
You can now edit a problem by selecting the new:window option (under editors) next to the name of the problem you wish to edit. Doing so, will give you a screen similar to that shown below.

There will be a toolbar, question area, and an answer area.
The problem editing toolbar contains the following features:

The topmost toolbar contains the save and preview options: