




Equation Editor Guide for Grades 3–5

Some math questions ask you to write your answers in a box like the ones shown on the right. The top box allows you to enter math only. The bottom box allows you to enter words and math. These boxes are NOT calculators. Entering your answer in these boxes is like writing math using a pencil and paper, but on a computer instead.

You can use the buttons and math symbols around the boxes to write your answer. You can also use the keyboard to enter numbers, letters, and some math symbols. Not all math symbols are on the keyboard.

Some of the math symbols on the screen may look familiar to you. Some math symbols may look new, like the symbol for a fraction  or a mixed number. 

If you are using a tablet, press the “More Symbols” button  to show the math menus.

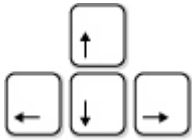
9bhYf`a UH`cb`m



9bhYf`k cfXg`UbX`a UH`



Moving Around or Changing Your Answer



Use the arrow keys on the keyboard to move around an equation and to move out of fractions or parentheses. You may also click with your mouse or tap with your finger (on a tablet) to move around an equation.

These three buttons are useful for changing your answer:



“I bXc`k \Uhi`mci`f gh`YbhYfYX



“fYXc`k`fc`fYghcfY`k \Uhi`mci`XY`YhYX`



“7`YUf`5`h`ghUfh`cj`Yf`

Many symbols (such as \div , $+$, $<$, \times) typically appear between two numbers. You can change a symbol in your equation to another symbol by selecting it and pressing the button for the new symbol. To delete a symbol, use the backspace button on your keyboard.

Fill-in-the-Blank Questions

If there is already math in an answer box, fill in all of the blanks to complete the answer. The “Clear All” button will erase only the blanks.

