**Getting Started**

**Start-Up and Help Screen for *Microsoft Word* Free *Math Add-in***

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1. System Requirements

 *Microsoft Word* 2007 or 2010 installed

**Operating Systems:** Windows 7; Windows Server 2003 Service Pack 2; Windows Server 2008 R2; Windows Server 2008 Service Pack 2; Windows Vista Service Pack 2; Windows XP Service Pack 3

1. Follow the link:

 <http://www.microsoft.com/downloads/en/details.aspx?FamilyID=ca620c50-1a56-49d2-90bd-b2e505b3bf09>

1. Getting started:

Click the *Mathematics* tab on the Ribbon.



Then click on *Equation* on the new Ribbon.



Select *Insert New Equation*.



Type an equation in the pop-up box and **RIGHT CLICK** to activate a menu of commands. The example equation is a quadratic.

$$a\*x^{2}+bx+c=0$$



Select *Compute* or *Graph*

1. Extended directions and samples available at:

<http://web02.gonzaga.edu/faculty/nord/>

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