



- 5 If your choice creates one or more boxes with dotted lines, enter numbers, letters, or equations in the boxes. Click outside the boxes to continue entering the equation.
- 6 When you are finished entering the equation, click the Equation Editor window close box.
- 7 To edit an existing equation, double-click the equation.

### Using brackets and parentheses

- 1 Choose one of the styles from the Brackets/Parentheses pop-up menu . The following are the most common styles:



Parentheses



Square Brackets



Braces



Pointed Brackets

- 2 Type any letters, numbers, or equations you want to place inside the parentheses or brackets.
- 3 Click outside of the box when you are finished.


### Using addition and subtraction

- 1 Type the letter or number you want to add to or subtract from.
- 2 Choose one of the following symbols and press the appropriate key combination:

Symbol	Meaning	Key Combination
+	Addition	Shift and =
-	Subtraction	-

- 3 Type the letter or number to add or subtract.

### Using multiplication and division symbols

- 1 Type the letter or number you want to multiply or divide.
- 2 From the Operations pop-up menu , choose one of the following symbols:



Multiplication






Multiplication Dot







Division

- 3 Type the letter or number to multiply or divide by.

## Using long division






- 1 Type the divisor (the letter or number to divide by).
- 2 From the Division/Square Root pop-up menu , choose one of the following styles:
  -  Long Division Without Quotient
  -  Long Division With Quotient
- 3 Type the letter or number to use as the dividend.
- 4 If you are using long division with the quotient, click the upper box and enter the answer.
- 5 Click outside the boxes to continue entering equations.

## Using exponents, superscripts, and subscripts




- 1 Type the letter or number to which you want to attach an exponent, superscript, or subscript.
- 2 From the Superscript/Subscript pop-up menu , choose one of the following options:
  -  Superscript or Exponent
  -  Subscript
  -  Superscript and Subscript
- 3 Type the number to place as a superscript or subscript. When using both a superscript and a subscript, you can first enter the subscript. Click the box above it to enter the superscript.
- 4 Click outside the superscript or subscript boxes to continue entering equations.

## Using fractions

The double-size fractions take up two lines, while the single-size fractions take up a single line.

- 1 From the Division/Square Root pop-up menu , choose one of the following styles:
  -  Double-size Fraction
  -  Single-size Fraction
  -  Double-size Slanted Fraction
  -  Single-size Slanted Fraction
- 2 Type the numerator.
- 3 Click the lower box and type the denominator.
- 4 Click outside the fraction boxes to continue entering equations.

## Using square roots and other roots





- 1 From the Division/Square Root pop-up menu , choose one of the following styles:  
 Square Root  
 Root to the nth Power
- 2 Type any letters, numbers, or equations you want to place under the radical.
- 3 If you are using the root to the nth power, click the box at the upper-left of the radical to enter the power.
- 4 Click away from the root to continue entering equations.

## Using comparators

- 1 Type the first letter or number for which you want to show a comparison.
- 2 If the comparator you want is in the following list, choose one of these symbols and press the appropriate key combination:

Symbol	Meaning	Key Combination
=	Equal to	=
<	Less than	Shift and , (comma)
>	Greater than	Shift and . (period)

- 3 If it is not on the preceding list, from the Comparators pop-up menu , choose one of the following symbols:

-  Less than or equal to
-  Greater than or equal to
-  Not equal to
-  Approximately equal to

- 4 Type the letter or number you want to compare to the first number.

## Using Greek letters

- 1 Choose a letter from the Uppercase Greek Letters pop-up menu  or the Lowercase Greek Letters pop-up menu .

These are some common Greek letters:

<b>Letter</b>	<b>Name</b>	<b>Uppercase or Lowercase</b>
$\alpha$	Alpha	Lowercase
$\beta$	Beta	Lowercase
$\Delta$	Delta	Uppercase
$\lambda$	Lambda	Lowercase
$\pi$	Pi	Lowercase
$\theta$	Theta	Lowercase