HOW TO SCHEDULE WITH A WRITING & STUDY SKILLS TUTOR IN CONNECT2SUCCESS

1. Click on the "My Services" menu in Connect2Success.

Cheose Date: Nice workl You have no active notifications at this time.
Request Help Choose Date: Nice workl You have no active notifications at this time.
E Calendar Image: Notifications (0) Choose Date: Nice work! You have no active notifications at this time.
Choose Date: Nice work! You have no active notifications at this time.
January 22, 2021
Su Mo Tu We Th Fr Sa 17 18 19 20 21 22 23 ALL DAY
8am
9 am
10 am
My Connections My Services (14)

2. Scroll to "Online Writing and Study Skills Tutoring." If you click on the "Online Writing and Study Skills Tutoring" you will see a list of ALL tutors (and can schedule). You can also click directly on "SCHEDULE" if you have no preference.

	Full-screen Snip
	^
 Online Writing and Study Skills Tutoring Mon - Thurs 8 am - 8 pm; Fri 8 am - 5 pm Virtual 	•
SCHEDULE CALL	

3. Click "Schedule Appointment" to see ALL tutors. Click on the three dots next to a tutor's name to schedule directly with that individual.



4. Select the reason for your appointment. Then click "Continue."

t Schedule Appointment		
Online Writing and Study Skills Tutoring		
What do you need help with?		
C Pre-Writing Support	O Test-Taking	
○ Time Management		
CANCEL	CONTINUE	

5. Select the Date and Time for the appointment and click "Continue". Click the blue arrow to see more dates. Scroll down to see more availabilities.

t Schedule Appointment	
Online Writing and Study Skills Tutoring	Â
What day and time works for you?	
The appointment times you see do not overlap with your already scheduled appointments.	
02-01-2021 → 02-03-2021 All session types •	
Monday, February 01 38 available	
$\leftarrow \text{February 2021} \rightarrow \\ \text{Su Mo Tu We Th Fr Sa} \qquad \bigcirc 9:00 \text{ am} - 10:00 \text{ am} \qquad \qquad$	
1 2 3 4 5 6 Judith Farling Professional Tutor - Writing & Study Skills, ESL	
BACK CONTINUE	

6. Confirm the details of your appointment. It is helpful if you add the specific course. You will receive an email with details about your appointment (including the tutor's Zoom link).

t Schedule Appointment		
Online Writing and Study Skills Tutoring		A
Does this look correct?		
Date and Time Monday, February 01 9:00 am – 10:00 am	Reason for Visit Essay Review Change	
Team Member Judith Farling Professional Tutor - Writing & Study Skills, ESL	Add a course If you want, tell us a little bit about what's going on so we can help	
Location Zoom Link https://docc.zoom.us///6690549195/ppwd=RXc3Q2hEZ0NJeXBHTytpdnNIR0/4UT09	i need helpfrevising my essay.	
Meeting Instructions At the time of the meeting, click on the Zoom Link to join the tutor. The Zoom link is in the confirmation email and in your upcoming appointments on your dashboard in Connect2Success.		
BACK	c	ONFIRM