How to Access Tutoring Appointments

You may make tutoring appointments through the Canvas course "Tutoring by Appointment 2023-24," which you should find among your Canvas courses.

You first must self-enroll in the course by clicking on the following link:

https://au.instructure.com/enroll/N8J7WX

- Select "Enroll in Course."
- Select "Go to Course."

Once you are enrolled in the course, follow these steps:

1. You will find a list of tutors, along with the specific courses that they tutor. This will be helpful as you select your course and tutor.
2. Notice on the right side of the Canvas page, near the top, a link to View Calendar – click that link. OR, on the far-left side of the page, click the icon for Calendar. Either one should give you the calendar for the course.
3. When you have the calendar up, on the right side, you will see a button that says, "Find Appointment." Click on this button.
4. You should now have a dialog box in the middle of your screen showing 2023-24 Tutoring by Appointment. Select "Submit."
5. Go through the calendar and select the course/time that works best for you.
6. Click on that best course/time. A dialog box should open.
7. Click "Reserve" in the lower left corner of the dialog box.
8. Now you have your reservation!

Questions?
Contact:

David Larson McPhillips
Center for
Student Success
at ANDERSON UNIVERSITY

studentsuccess@andersonuniversity.edu
864.328.1420 or 864.231.2026