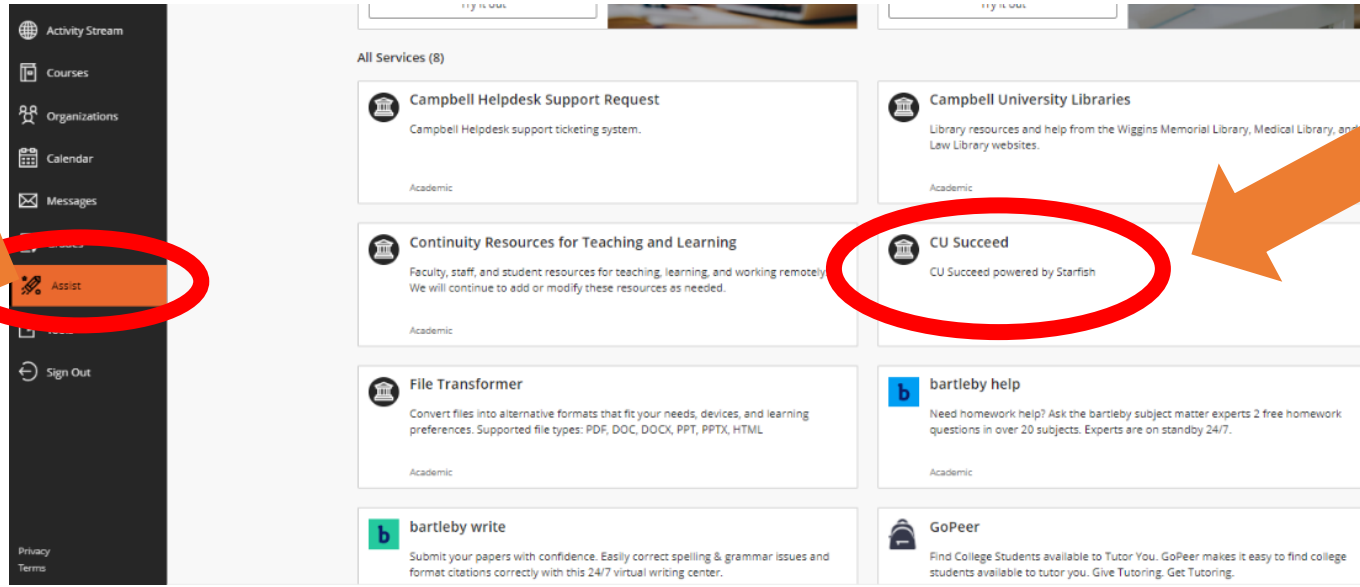


Student Guide for CU Succeed Appointments



Log into Blackboard

Select the “Assist” link on the left

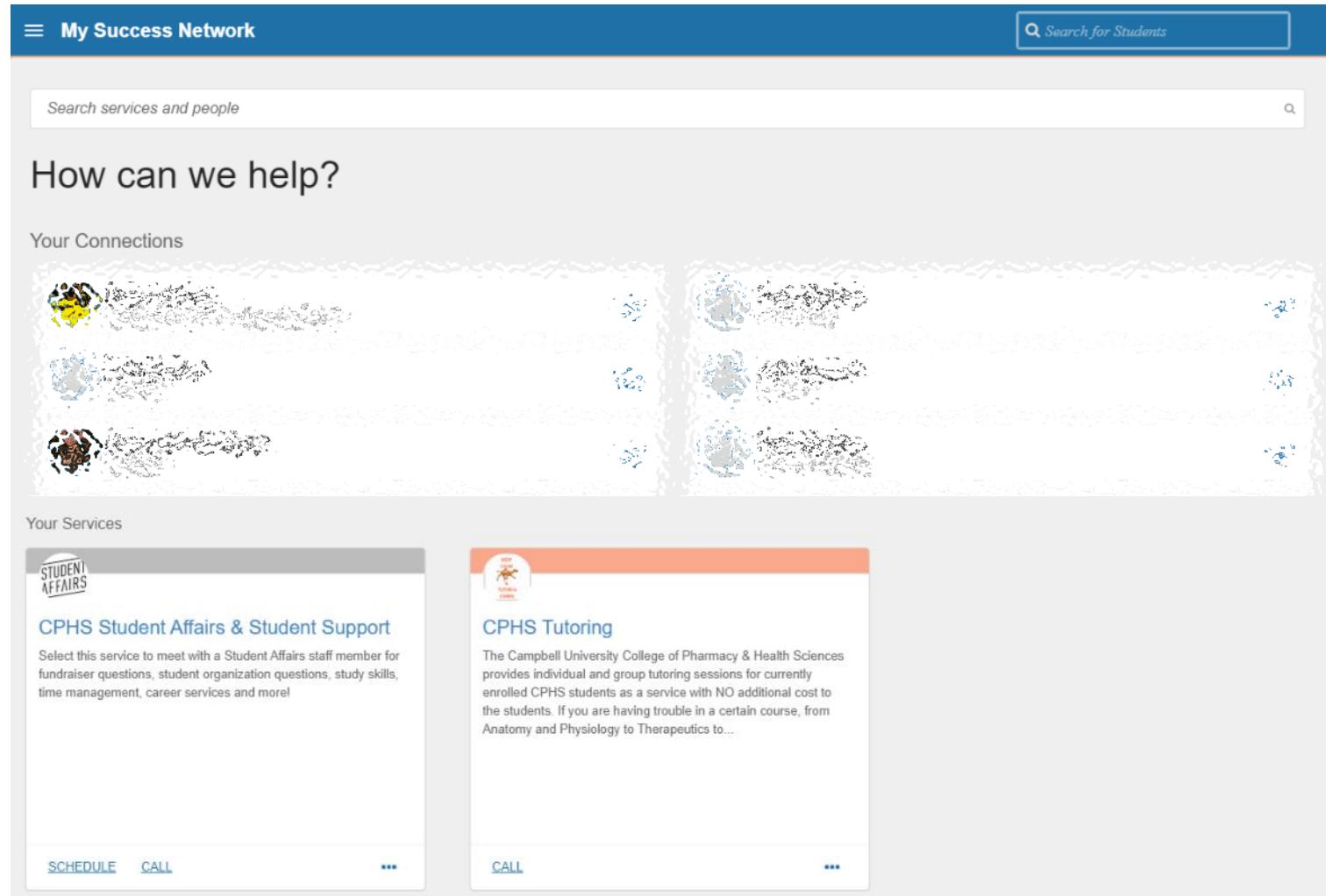
Select the “CU Succeed Resource”

***Make sure to utilize Chrome or Firefox**

Student Guide for CU Succeed Appointments

Select the Hamburger menu on the left and navigate to "my success network"

Select a person to schedule an appointment with or navigate to the services to locate a tutor



***Make sure to utilize Chrome or Firefox**

Before Looking for 1-1 Hours for CPHS Tutoring

- Ask your instructors for a “Tutoring Referral” in CU Succeed
 - Once you have a referral you will receive email instructions for how to schedule with a CPHS tutor.
 - You will not be able to see any tutoring schedules until you receive a referral
 - Contact Steph Olson (solson@campbell.edu) with any questions or difficulty obtaining a referrals

If you are planning to go to walk-in hours, writing tutoring, or a group review session, you do not need a tutoring referral

Student Guide for CU Succeed Appointments

- When you've selected a tutor, faculty, or staff to make an appointment with, select the triangle chevron next to their name, then select "schedule"



Select the reason for the appointment

What do you need help with?

CPHS

Tutoring Session

☐ DPT Group Tutoring

☐ MSPS Group Tutoring

☐ PA Group Tutoring

☐ PharmD Group Tutoring

Select the day and time for the appointment, then continue

- NOTE: You may need to change start or end date of the date range if you don't see any times available*

What day and time works for you?

08-07-2018 → 08-31-2018

← August 2018 →

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

☒ Show group meetings

Tuesday, August 14	1 available
<input type="radio"/> 5:00 pm - 6:00 pm Maddox Hall	60m
Thursday, August 16	1 available
<input type="radio"/> 5:00 pm - 6:00 pm Maddox Hall	60m
Tuesday, August 21	1 available
<input type="radio"/> 5:00 pm - 6:00 pm Maddox Hall	60m
Thursday, August 23	1 available
<input type="radio"/> 5:00 pm - 6:00 pm	60m

[BACK](#)

[CONTINUE](#)

Student Guide for CU Succeed Appointments

- Before confirming the appointment verify the location, reason, and add a course (if meeting with an instructor or tutor)

Does this look correct?

Date and Time
Tuesday, August 14
5:00 pm – 6:00 pm

Location
Maddox Hall

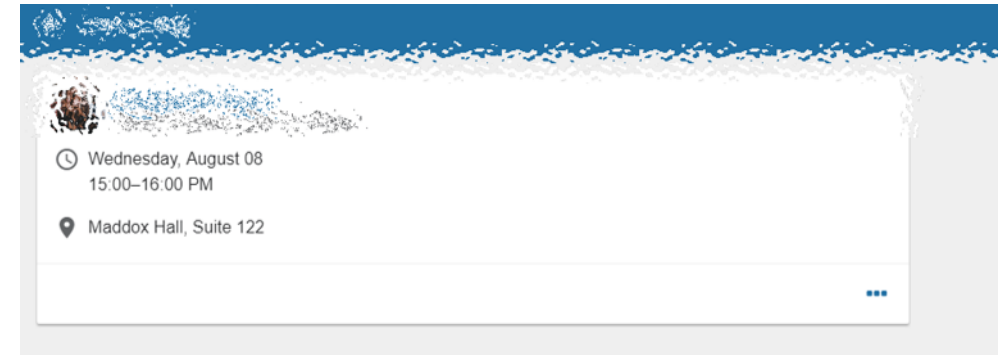
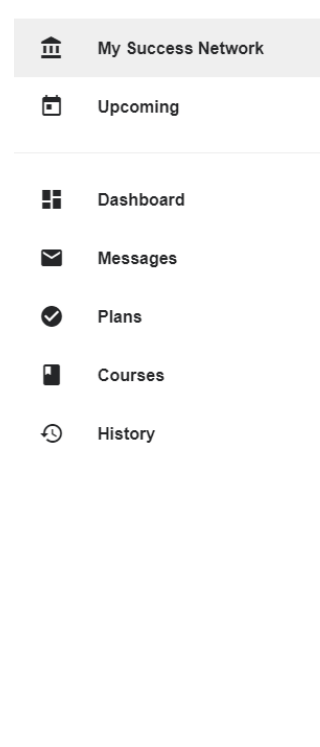
Reason for Visit
PharmD Group Tutoring [Change](#)

Course
[Add a course](#)

If you want, tell us a little bit about what's going on so we can help

TO EDIT APPOINTMENTS

- Select the three lines at the top left and select “upcoming” or “dashboard”
- Select the 3 dots on the appointment (ellipsis) to edit



Reminders:

Come to your appointment prepared with your notes, questions, and materials

If you need to cancel an appointment, cancel in the system (not just on your personal calendar)

Give 24-hour notice when canceling appointments

Students are permitted to receive a maximum of 2 hours of 1-1 tutoring per subject per week (*To receive more hours, students must contact Student Affairs for approval*)

Students who no-show (don't attend and don't inform a tutor of non-attendance) for a tutoring appointment more than 3 times will not be able to schedule 1-1 tutoring appointments

If you do not see a tutor available for the subject you are seeking please complete the [TUTOR REQUEST FORM](#) and the Student Affairs office will seek a tutor for that subject