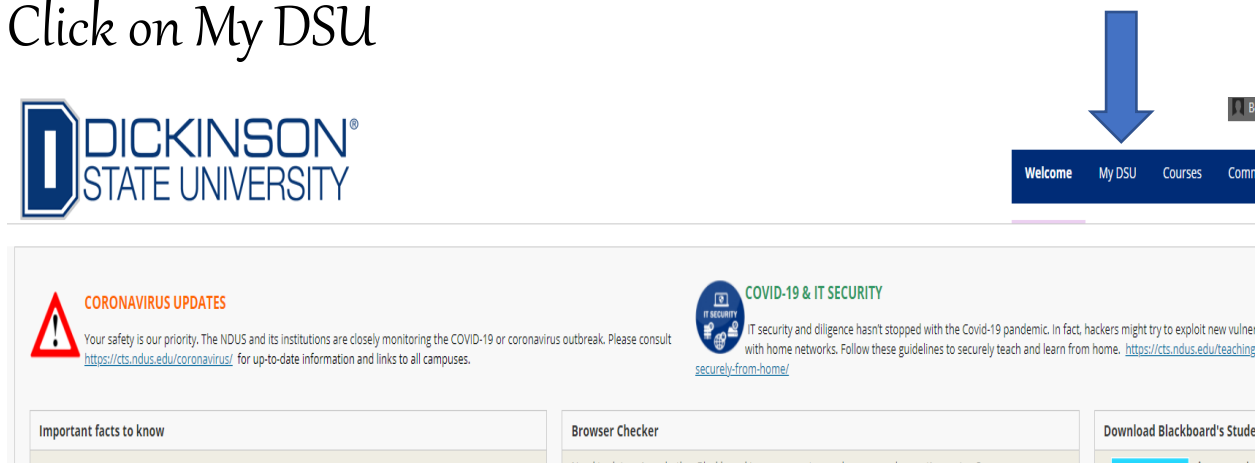


MAKING A TUTORING CENTER APPOINTMENT

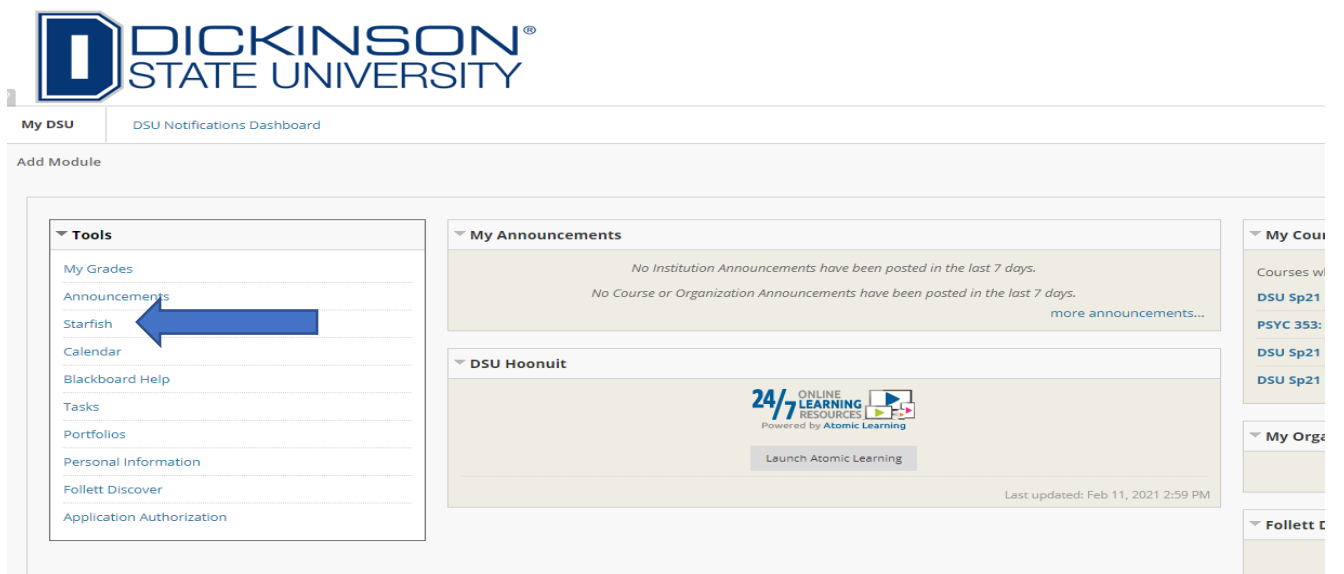
1. Log into Blackboard



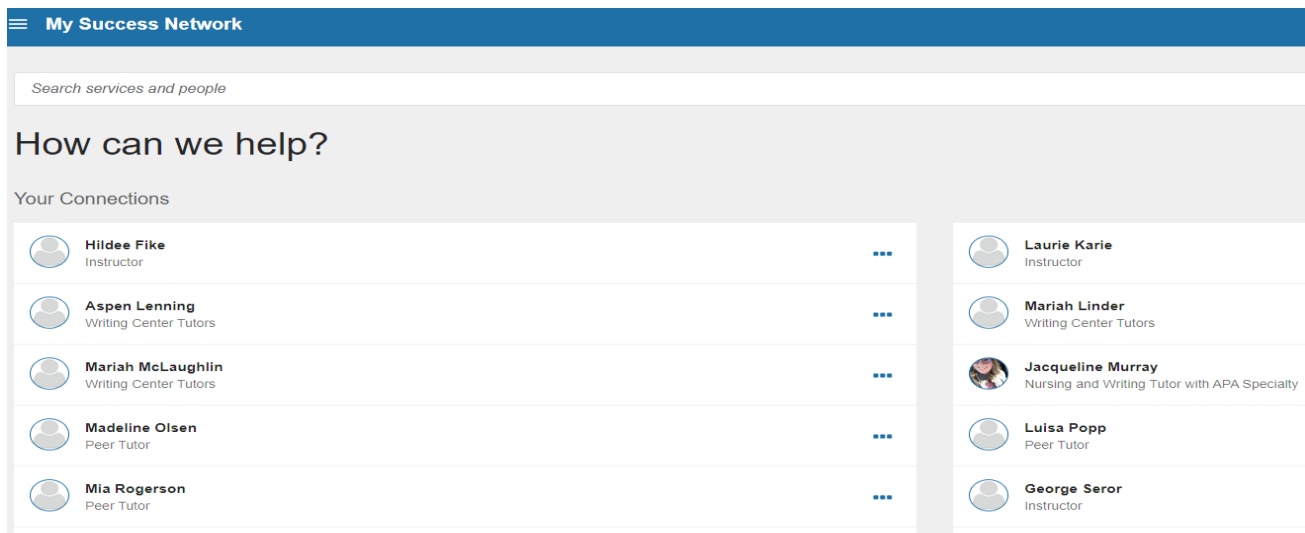
2. Click on My DSU



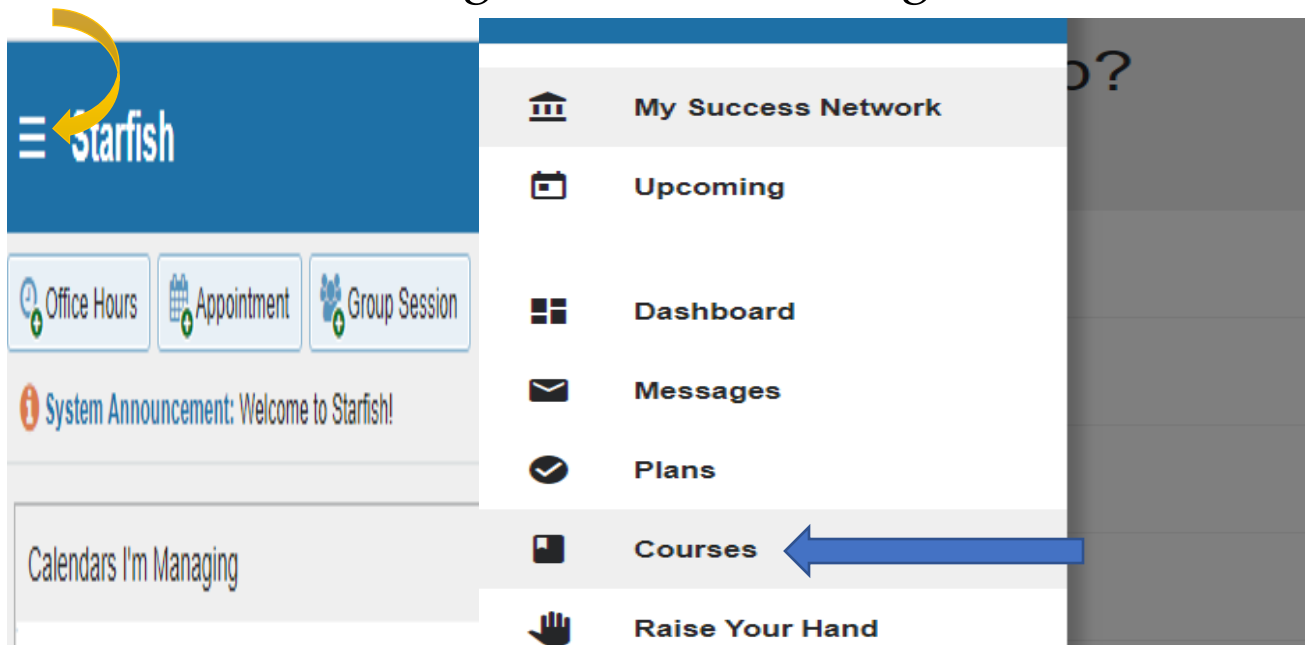
3. Click on Starfish



4. You are now on your landing page in Starfish



5. Click on the “hamburger menu” and then go down to courses



6. All of your courses will be listed. If there is a tutor for that course you will see “Tutoring Center/schedule appointment”. Click and follow prompts

The screenshot shows a 'Courses' page with a blue header. Below the header, there's a 'Courses' section with a dropdown menu set to 'Active'. Two course listings are visible:

- Adolescent Psychology (PSYC-353-012091-01-2130-04828)**:
 - INSTRUCTOR**: George Seror (email: george_seror@dickinsonstate.edu, Schedule Appointment link)
 - SERVICE**: Writing Center (Schedule Appointment link)
 - Tutoring Center**: Tutoring Center (Schedule Appointment link)
 - CREDIT HOURS**: 3
- College Algebra (MATH-103-010909-01-2130-16251)**:
 - INSTRUCTOR**: Hildee Fike (email: Hildee.Fike@dickinsonstate.edu, Online scheduling not available)
 - SERVICE**: Writing Center (Schedule Appointment link)
 - Tutoring Center**: Tutoring Center (Schedule Appointment link)
 - CREDIT HOURS**: 4

7. Any tutor for that course will be listed with their available times. You can choose future dates by using the calendar to the left.

The screenshot shows the 'Peer Tutoring' interface. At the top, there's a header with a person icon and the text 'Peer Tutoring'. Below that, a question asks 'What day and time works for you?'. A note states: 'The appointment times you see do not overlap with your already scheduled appointments.' There are date pickers for '02-11-2021' and '02-13-2021', and a 'Show:' dropdown menu set to 'All session types'.

On the left, a calendar for February 2021 is shown with dates 11, 12, and 13 highlighted. On the right, there are appointment slots for Luisa Popp, Peer Tutor, May Hall 206, Adolescent Psychology (PSYC-353-012091-01-2130-04828) for 9:00 am - 9:30 am and 10:00 am - 10:30 am.

8. The Writing Center is available to all students for any writing assignment for any course.



9. You will receive an email confirming the appointment and can ever personalize setting to receive reminders.

Contact me at monica.watson@dickinsonstate.edu if you have any questions or need assistance. Thank you!