Signing up for appointments in CU Succeed

Peer Tutoring

1. Log into the CU Succeed system using this link: <u>My CommonwealthU | Commonwealth</u> <u>University</u>. Click on "CU Succeed". This uses your huskies email and password.



2. Next, you'll navigate to the menu next to "CU Succeed" on the top banner.

≡ CU Su	cceed						Q Search for Students
Office Hours		📸 Group Session	🇞 Event	Scheduling Wizard	Reserve Time		
(1) System Annou Welcome, CU Fac Important Links:	ncement: culty and Staff!						
We wont to Bloome	shop Schedule Be	Mansfield	How to Co	mplete a Progress Surve	y <u>CU Succeed He</u> l	2.(Uirck the Request Service button)	
My Services					-	Recent Changes	-
	Peer Tutoring					Show All Activity	Changed in Past 24 hours
	 570-389-2720 tutoring@comm Varies https://www.blo 	nonwealthu.edu	tory/universit	y-learning-center-tutoring-	services	No recent changes	
	Waiting Room Waiting Room There are no	1 n is enabled for stude students in the waitin	nts. g room.				
Appointments				Show N	evt 3 daue		
No appointments	scheduled			OTON N	ext 3 days		
🕂 Copyright © 20	08-2023, Starfish Ret	ention Solutions, Inc.	U.S. Patent I	No. 8,472,862. Additional F	atents Pending.		

3. From the drop-down menu, click your "Courses" tab.

	ā	Appointments	~		Q Search for Students	
	*	Students	~			
	±	My Success Netwo	ork	BIOL-1-100-99-30111)		•
	Ē	Upcoming				
	8=	Intake		ndinger r commonwealthu.edu duling not available G	ag I	SERVICE
	٥	Waiting Room				
	0	Help				
		Dashboard		>HLS-1-345-02-31428)		¢
	\succ	Messages				
		Plans		mmonwealthu.edu	<u>19</u>	SERVIO
4		Courses		iduling not available		M
	-	Raise Your Hand				
	Privacy Terms	/ Policy of Use				

4. If there is a peer tutor available for your course, there will be a service icon in the "Network" tab for your course. Click on "Schedule Appointment" link to schedule. If there isn't a peer tutor available, you can always click on NetTutor to get information on how to access assistance through them.

≡ Cour	ses	Q Search for Students
Courses		
Active	✓	
College	Algebra (2023FallMATH-1-118-04-30631)	Φ
	NETWORK	
CREDIT HOURS	Kevin Ferland Meriand@commonwealthu.edu Online scheduling not available	SERVICE
	NetTutor 24-Hour Online Tutoring	SERVICE
🞓 Cult Re	Sust Ed PK4 (2023FallECED-1-250-01-31512)	Φ
	NETWORK ATTENDANCE	
CREDIT HOURS	Caryn Terwilliger Schedule Appointment	SERVICE

5. Select Face to face group session at BL, Bloomsburg, campus. (All appointments are set up as group sessions. You may or may not be paired with another student from your section.) Select "Continue."

t Schedule Appointment	Q Search for Students
Peer Tutoring	
What do you need help with?	
Face to face group session at BL campus	O Face to face group session at LH campus
○ Face to face group session at MA campus	Online group session - any campus
CANCEL	CONTINUE

6. On this screen you can select a day and time that fits your schedule. Make sure it says Bloomsburg Campus and click "Continue." If there is another option for a tutor from Lockhaven or Mansfield email: <u>bututoring@commonwealthu.edu</u> and <u>khamman@commonwealthu.edu</u> to see if they have sessions available via Zoom.

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What of The appoi	lay a intment	nd t times 3	ime v you se →	work e do n	s for ot over 09-1	• you? lap with y 7-2023	your already sch Filter:	eduled appointments. All session types			
,		0					Mon	nday, September 11		4 available	à
SI	u Mo	Ти	We	Th	Fr 1	Sa 2	0	4:00 pm - 5:00 pm Madelyn Oldrowd		60m	
3	4	5	6	7	8	9	×	Math Tutor (Bloomsburg Campus) Multiple appendiment locations			
10	0 11	12	13	14	15	16		College Algebra (2023FallMATH-1-118-04-30631)			
1	7 18	19	20	21	22	23		5:00 pm - 6:00 pm		60m	
24	4 25	26	27	28	29	30		Chad Coleman Math Tutor - Mansfield Campus Zoom College Algebra (2023FallMATH-1-118-04-30631)			
BACK										CONTINU	JE

7. Finally, you will confirm your appointment. If you would like yo share any specific information for your tutor (need help studying for tests etc.) you can put it in the box on the right. Click "Confirm."

Does this look correct?	
Date and Time	Reason for Visit
Monday, September 11 4:00 pm – 5:00 pm	Face to face group session at BL campus Change
	Course
Team Member	College Algebra (2023FallMATH-1-118-04-30631)
Madelyn Oldroyd	If you want tell us a little hit about what's going on so we can help
(Bloomsburg Campus)	
Location -	
Zoom	
SSC 119 althu-edu.zoom.us/i//3446495147	
Zoom SSC 119 althu-edu.zoom.usij/3446495147	

Main Office Phone: (570) 389-2720 General Inquiry Email: <u>tutoring@commonwealthu.edu</u>