How to know when a tutor is available for <u>Walk-In Tutoring</u> at any of our locations in 4 easy steps:

STEP 1: **Go** online to baylor.edu/tutoring.
STEP 2: **Click** the RED "View Walk-In Tutoring Times for your course" button to navigate to the website:
      https://www1.baylor.edu/sc_tutoring .
STEP 3: **Login** using your BearID and password.
STEP 4: **Choose your course from the drop-down menu.**

If you wish to further refine your selection, choose from the other drop-down menus.

1) Choose a **location.**
   a. **TC**: <u>Success Center Tutoring</u> is the primary location on the 1st floor the Sid Richardson building. It is open M-Th from 9am-8pm during the Fall and Spring semesters.
   b. **LRC**: <u>The Engineering and Computer Science Learning Resource Center</u> is in the Annex by Brooks Flats and Kokernot Hall. It is open on Sunday nights 6pm-11pm and M-Th nights 8pm-11pm.

2) Chose a **tutor's name** if you prefer to see the regular availability of a specific tutor.

If you have any questions, contact the Tutoring Center during business hours 254-710-4135 or visit our website www.baylor.edu/tutoring .

How to make a free <u>30-minute private appointment</u> at our Success Center Tutoring location (SID RICH – first floor):

STEP 1: **Go** online to baylor.edu/tutoring.
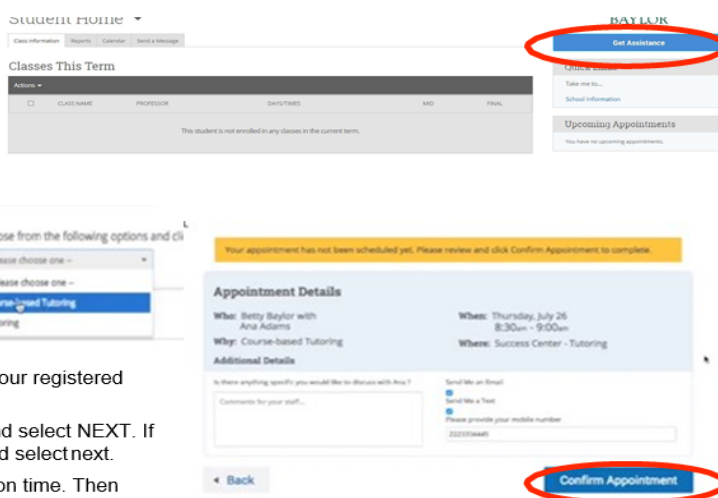STEP 2: **Click** the green "Schedule a free private 30-min **Appointment** " button to navigate to the SSC log in website: baylor.campus.eab.com .
STEP 3: **Login** to the SSC using your BearID and password and Duo authentication if necessary.
STEP 4: **Click** the blue "Get Assistance" button.
STEP 5: Answer a series of questions to finalize an appointment. Choose the following from the drop-down menus:

1) Choose type of Appointment: select <u>Tutoring</u>
2) Select: <u>Success Center Tutoring</u>
3) Options: <u>Course-based Tutoring</u>
   Do not just Select Tutoring; Then <u>NEXT</u>.
4) Location: <u>Success Center – Tutoring</u>
5) Select the course in which you want to be tutored. A list of your registered courses should appear there.
6) If you know the name of a tutor, you may select that tutor and select NEXT. If you do not know a particular tutor to choose, leave blank and select next.
7) Select from the available blue buttons, a morning or afternoon time. Then NEXT. (If no blue buttons appear, use the arrow keys to advance to another week to choose a time. If no blue buttons appear on any week, contact the Tutoring Center for assistance during business hours. 254-710-4135)
8) Confirm your appointment by selecting the Blue "Confirm Appointment" button. You should receive an email confirmation of your scheduled appointment.

If you have any questions, contact the Tutoring Center during business hours 254-710-4135 or visit our website www.baylor.edu/tutoring .