Scheduling a Learning Center In-Person Writing Tutoring Appointment \*Instructions for Mobile Users\*

# STEP 1:

Download The **NAVIGATE STUDENT** app on your smartphone for free and register your account using your CUNYfirst username and password.



# STEP 2:

- A. Select **APPOINTMENTS** on the home screen.
- B. Select **SCHEDULE AN APPOINTMENT** on the bottom of the screen.





# STEP 3:

- A. Under the type of appointment you would like to schedule, select **TUTORING AND ACADEMIC SERVICES.**
- B. Under **SERVICE**, select **WRITING**.
- C. Select the date you would like to come in.
- D. Click **FIND AVAILABLE TIME**.

*What type of appointment would you like to schedule? Tutoring and Academic Resources ×	
*Service	
Learning Center in-Person Tutoring: WRITING X	
Pick a Date 🛈	
Tuesday, March 29th 2022 🗸	
Find Available Time	

## STEP 4:

Select a day and time to schedule your appointment.

### Brooklyn College Learning Center (Room 1300 B)

Tue, Apr 5th

10:00 - 11:00 AM

# STEP 5:

A. Review the details of your appointment, add an optional comment, and select whether you would like text message and/or email reminders of your upcoming appointment(s).

#### B. Click SCHEDULE.

