NAVIGATE

UHD Guide to Making Appointments

Navigate is the online platform UHD students use to schedule appointments with advising, tutoring, and a host of other services. This document is a step by step guide on booking an appointment (screenshots are from the desktop site and so the mobile view may differ in appearance)

Where do I go? You can log into the desktop version or by downloading the mobile app (Navigate Student by EAB global), links are as follows:

Desktop Link || Android Link || Apple Link

Questions? Reach out to eabhelp@uhd.edu if you have any questions or need assistance.

1 – From the options presented, click on 'Appointments'

NAVIGATE   Explore   Planner

- Home
- To-Dos and Events
- Appointments
- Study Buddies
- Surveys
- Messages
- Holds
- Class Schedule
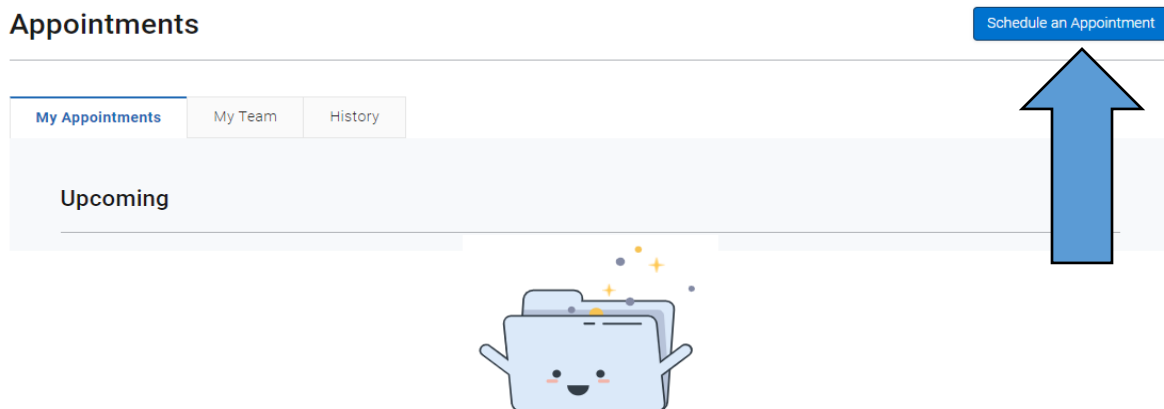- Settings

Hey Mikayel,

Your day is free. Enjoy!

Mon, Apr 11 ↻ Refresh   + Add Personal To-Do

☺ There's nothing to do today
Interested to see what's coming up in the next week or so? See upcoming...

View Details

- Home
- To-Dos and Events
- Appointments
- Study Buddies
- Surveys
- Messages
- Holds
- Class Schedule
- Settings

2 – To make a new appointment, click on 'Schedule an Appointment' at the top right

3 – From the left, select first the type of appointment you want (Advising, tutoring, etc.) and then select the service (example: general advising, financial aid, statistics tutoring)

After selecting the type of appointment and the service, click 'Find Available Time'

The options on the right can also be used if you want to see drop-in times for centers or to request an appointment time if none of the existing options work for you (note: requesting an appointment is not guaranteed as schedule conflicts may occur)

New Appointment

What can we help you find?

Below, you will find available options for scheduling an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for dropping in or requesting an appointment.

*What type of appointment would you like to schedule?
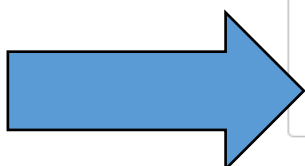
[⌄]

*Service

[⌄]

Pick a Date ⓘ

[Monday, April 11th 2022   ⌄]

[**Find Available Time**]

Other Options

| View Drop-In Times |

| Request Appointment Time |

| Meet With Your Success Team |

4 – A list of UHD Staff and time slots will be shown allowing you to see what time and day works for you.

New Appointment

All Filters Start Over

What type of appointment would you like to schedule?

✔ Tutoring Services and Supplemental Instruction

Service

✔ General Math Tutoring

Pick a Date ⓘ

April 2022 ‹ 11 ›

S	M	T	W	T	F	S
					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

🔒 Tutoring Services and Supplemental Instruction   🔒 General Math Tutoring

Center for Math and Statistics Support

The Center for Math & Statistics Support provides online tutoring services for mathematics and statistics and is available to all UHD students. The Center maintains a relaxed and friendly online atmosphere and reduces student anxiety about learning math.

AR FH HN IL JK JD KM MP PS TB VZ   11 People

View individual availabilities

Tue, Apr 12th

(10:00 - 11:00 AM) (11:00 - 12:00 PM) (12:00 - 1:00 PM) (4:45 - 5:45 PM) (5:45 - 6:45 PM)

Wed, Apr 13th

(10:00 - 11:00 AM) (1:00 - 2:00 PM) (3:00 - 4:00 PM) (3:30 - 4:30 PM) (4:00 - 5:00 PM) (5:00 - 6:00 PM)
(6:00 - 7:00 PM)

Thu, Apr 14th

(11:00 - 12:00 PM) (12:00 - 1:00 PM) (2:00 - 3:00 PM) (4:00 - 5:00 PM) (5:00 - 6:00 PM) (6:00 - 7:00 PM)

You will also have the option to specify a staff member by name, the meeting time and type (virtual, in person, phone), and the location or center that the service is offered. Some services, such as tutoring, may require you to select a course as well.

Staff

Search by name ⌄

How would you like to meet?

✕ | Virtual ✕ | ⌄

Location

Search by name ⌄

Course

Select course ⌄

5 – A final review page will come up showing you what selections you have made and giving you the option to opt into a reminder email and text message. Please make sure to read the 'Details' portion as it may contain a note from the staff member with important information, such as a zoom link.

Review Appointment Details and Confirm

What type of appointment would you like to schedule?
Special Programs

Service
Tutoring Session

Date
04/11/2022

Time
4:00 PM - 4:30 PM

Location
Testing Student Site

Staff
Mikayel Yegiyan

Details
FOR TESTING PURPOSES ONLY; NOT AN ACTUAL APPOINTMENT TIME. DO NOT BOOK.

* How would you like to meet?

✕ [Virtual ✕]   ⌄

You are seeing the meeting types available for this time slot.

Would you like to share anything else?

Hello! I am hoping to talk about my upcoming History final.

Email Reminder ☑
Reminder will be sent to yegiyanm@uhd.edu

Text Message Reminder ☑

Phone Number for Text Reminder

5551234567

Schedule