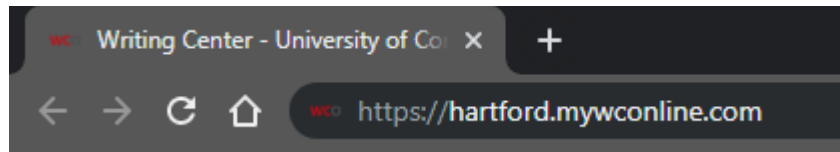# HOW TO MAKE AN E-TUTORING APPOINTMENT

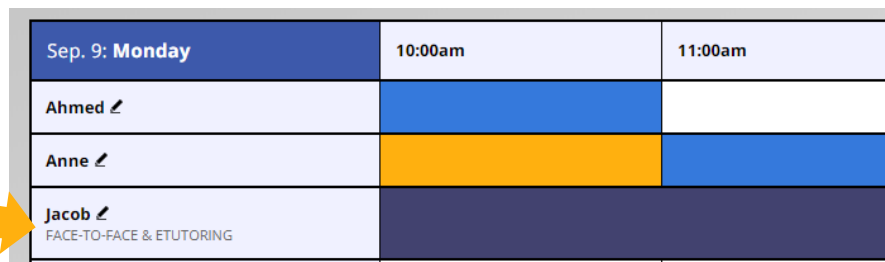**Step One –** Log in to our site as normal.

You can find us at
hartford.mywconline.com

Remember you need to use your @uconn.edu email address to log in!

Step Two – Select a Time Slot from E-Tutoring Consultant

The scheduler for traditional and online consultations is the same. Look for the "ETUTORING" note below the names of consultants who can help you.

Here you can see three consultants only of whom is able to help with E-Tutoring requests.

Select a time with any consultant who has this designation by clicking in any white box to the right of their name.

Step Three – Complete the Reservation Form

Make sure you give us as much Information as possible—the more we know, the better we can assist you!

With E-Tutoring, you will have a secondary requirement: uploading your documents. At the end of each reservation form, there's a section for you to upload material to us.

If you can attach BOTH your work AND your assignment, that helps us greatly.

Step Four – Wait for Our Response

Unlike a traditional tutoring session, you do not need to be present or available during an E-Tutoring consultation.

We read your material and provide you feedback, generally at the end of the hour you reserve.