

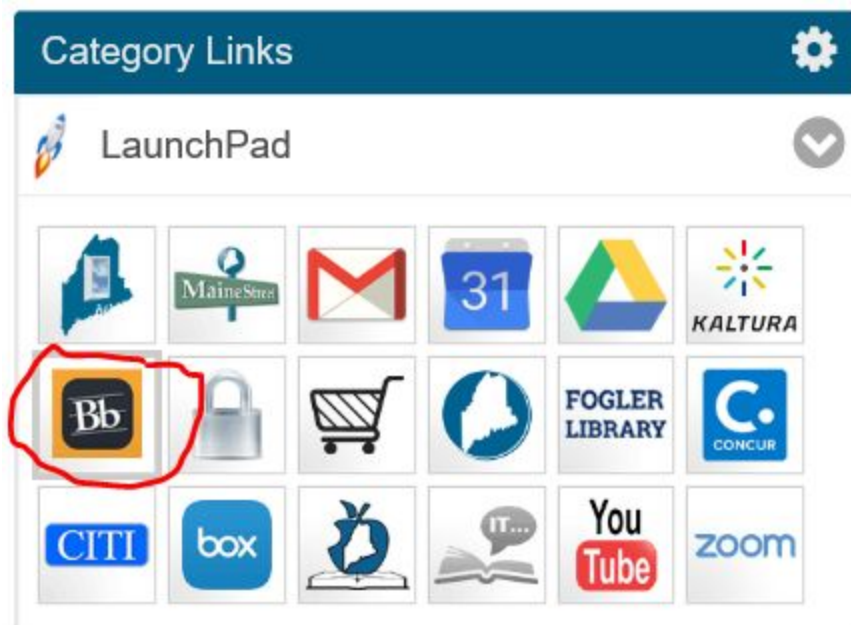
NetTutor Student User Guide

ExplorEC

Early College at Maine's Public Universities



To access free online tutoring support from NetTutor, first sign in to the Portal. Then select Bb from the LaunchPad to access Blackboard.



On the right hand side, find My Courses



Select NetTutor for Early College, which will have the campus listed in parenthesis.



Select NetTutor

NetTutor

[Announcements](#)

Click on the link for online tutoring:

NetTutor



NetTutor OnLine Tutoring - Early College Program

You will need to read and accept the terms and conditions.

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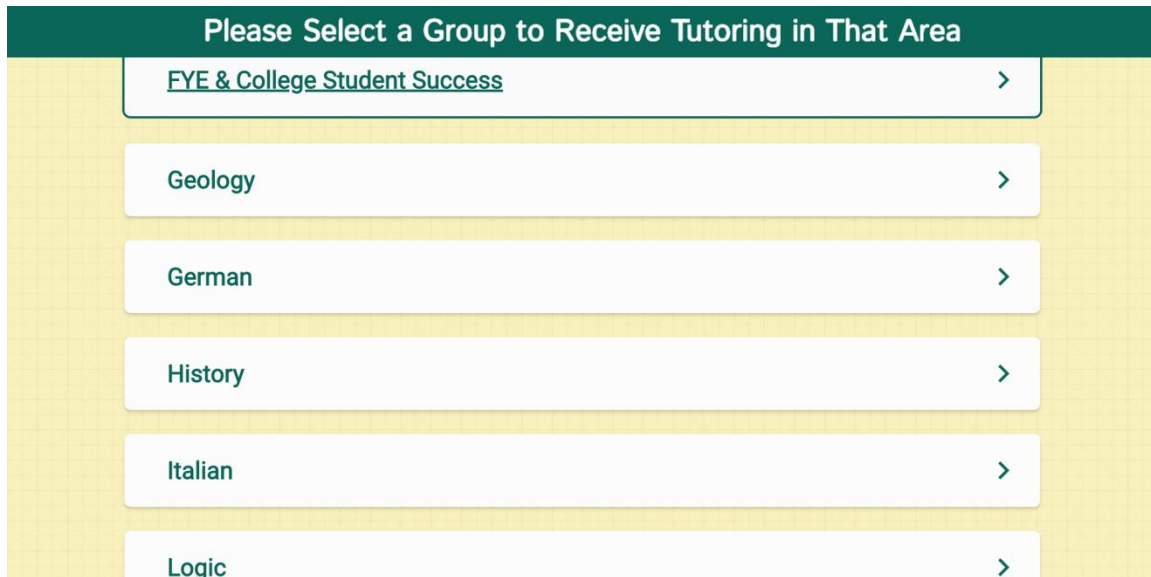
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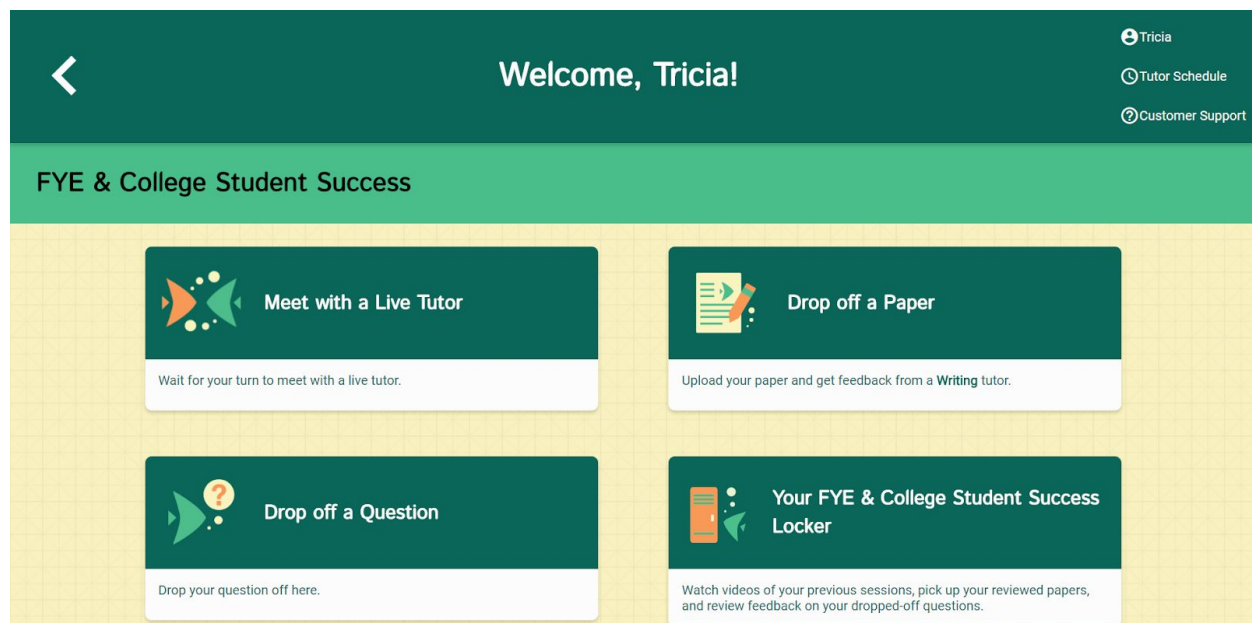
I Agree

To watch a video of how to use NetTutor, click here:
<https://www.youtube.com/watch?v=Vq6J84Sv2ro>

Choose the content area for which you need help.



The NetTutor dashboard provides 3 support resources, as well as a locker.

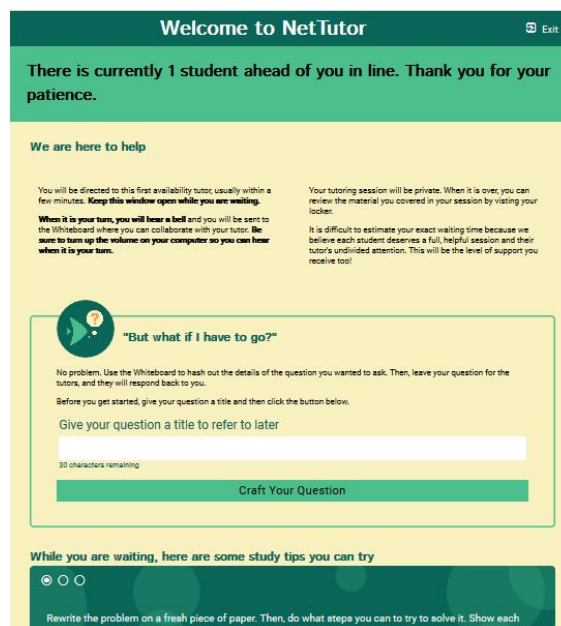


The NetTutor Dashboard

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Meet with a Live Tutor:

Directs you to an information page where a tutor will be available soon.



Drop off a Paper:

(Note UMA students will use the UMA Writing Center, so you will not see this feature)

Directs you through three prompts to drop off your paper.

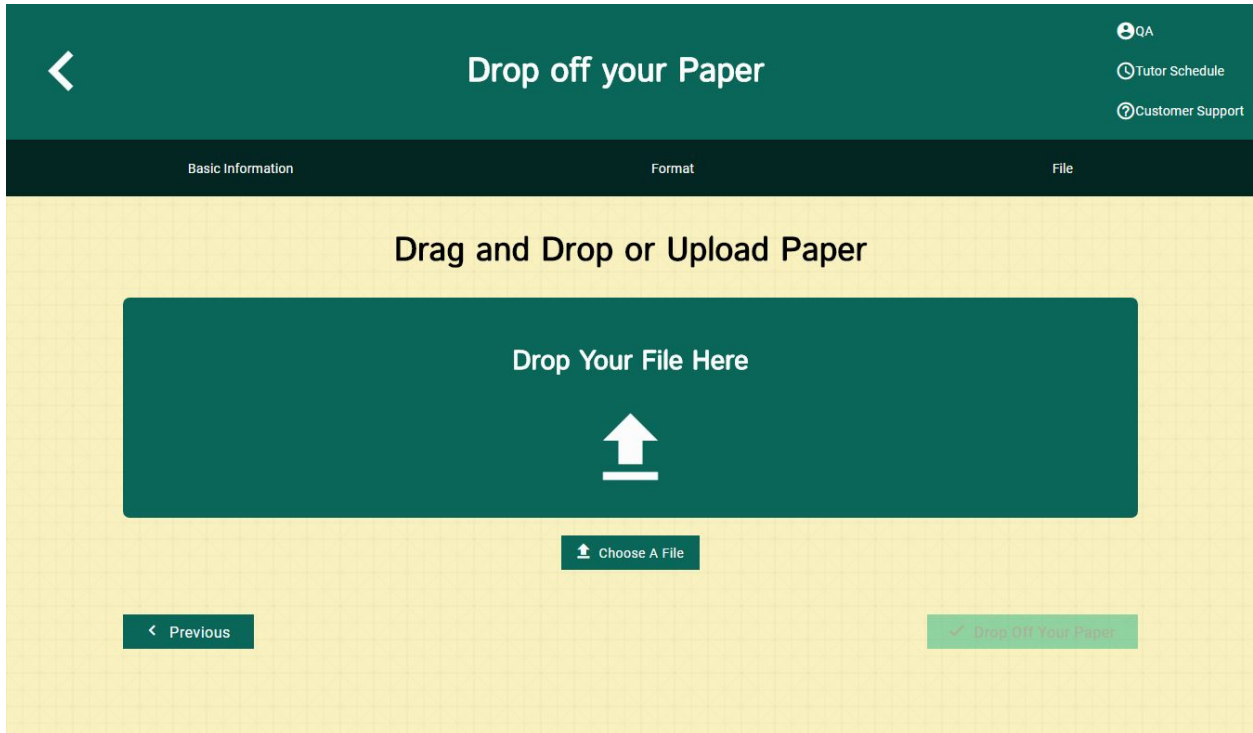
First, name your paper and describe the assignment.

The screenshot shows the 'Drop off your Paper' interface. At the top, there is a dark green header with a back arrow on the left, the title 'Drop off your Paper' in the center, and three links on the right: 'QA', 'Tutor Schedule', and 'Customer Support'. Below the header is a navigation bar with three tabs: 'Basic Information' (selected), 'Format', and 'File'. The main content area has a light yellow background with a grid pattern. It contains three sections: 1. 'Paper Name' with a text input field, a placeholder 'Give your paper a title so you can refer to it later.', and '100 characters remaining'. 2. 'Tell us about your assignment and how we can help' with a larger text input field, a placeholder 'Describe your paper and any special instructions for the tutor.', and '300 characters remaining'. 3. A checkbox labeled 'English is not my first language.' and a 'Next' button with a right-pointing arrow.

Second, tell the tutor what you need help with.

The screenshot shows the 'Drop off your Paper' interface, Step 2: Format. The header and navigation bar are identical to the previous screenshot. The 'Format' tab is now selected. The main content area has a light yellow background with a grid pattern. It contains several sections: 1. 'Select two areas of feedback.' followed by a grid of ten checkboxes: 'Topic Development', 'Focus/Thesis Statement', 'Organization', 'Grammar & Mechanics', 'Word Choice', 'Sentence Structure', 'Sentence Variety', 'Transitions & Fluency', 'Paper Format', and 'Citations & References'. 2. 'Citation Style' with a dropdown menu labeled 'Select the citation style of your paper.'. 3. 'Paper Type' with a dropdown menu labeled 'Select the paper type.'. 4. 'How long should your paper be?' with a dropdown menu showing '0' and 'Pages'.

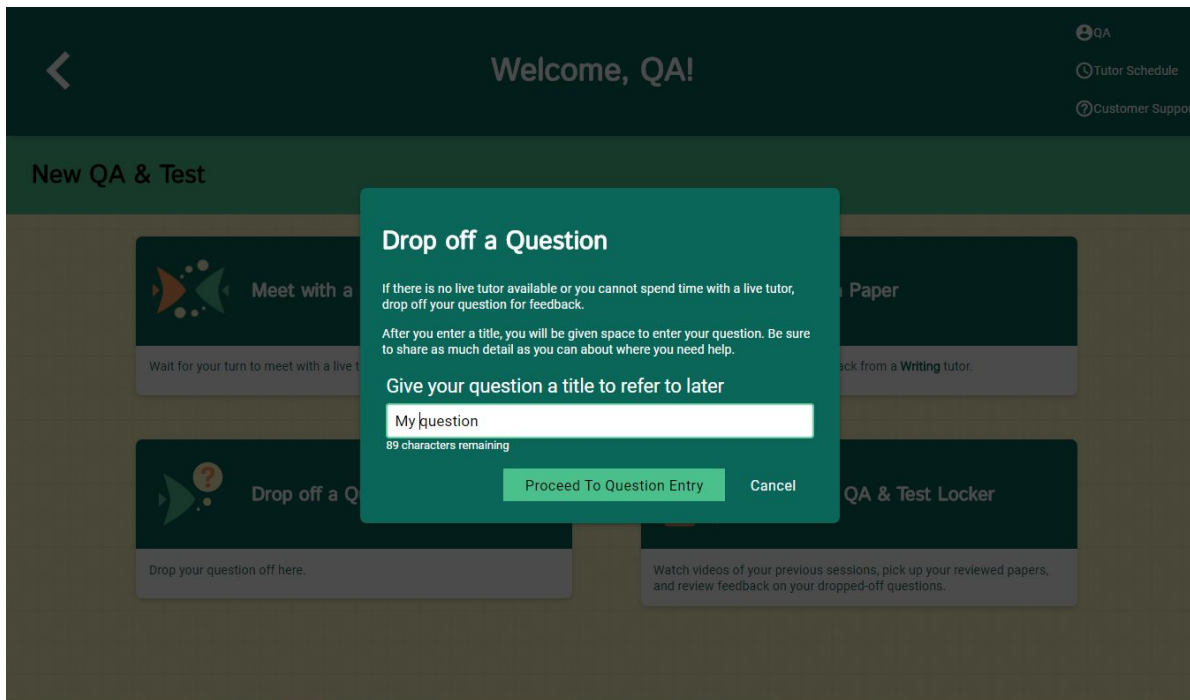
Third, upload your paper. Papers have a turnaround time of 48-72 hours.



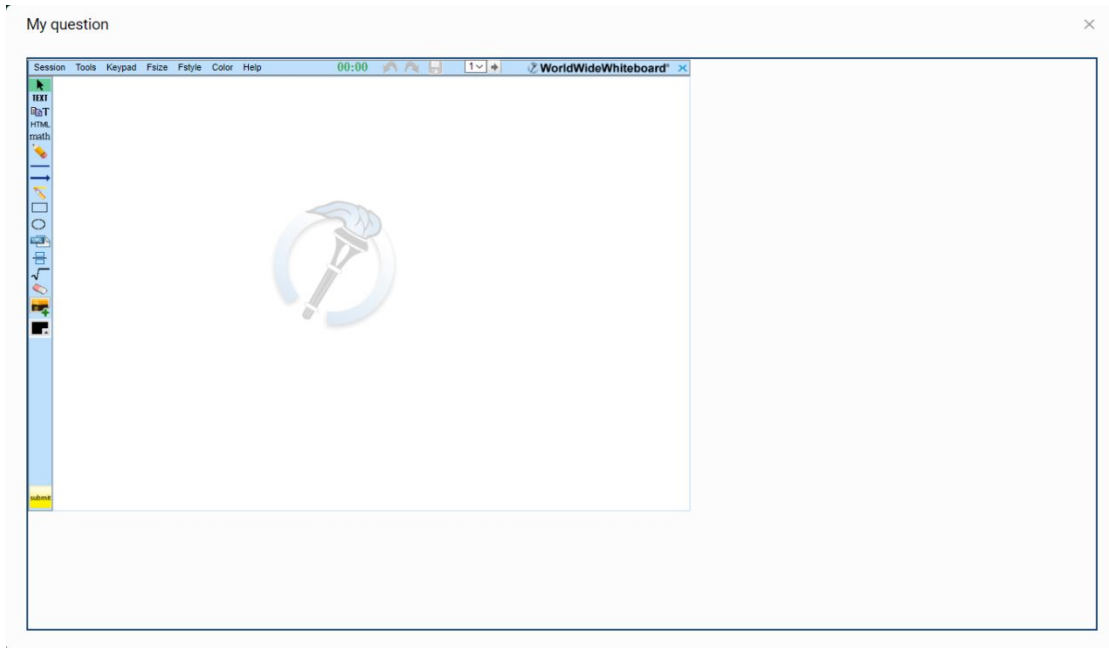
Drop off a Question:

Directs you through two prompts to drop off your paper

First, name your question.



Second, use the white board to ask your question. Once you have finished your question, click the “Submit” button in the lower left-hand corner.



The Locker:

Your locker stores all your NetTutor sessions. You can review your live tutoring sessions, retrieve papers you have submitted for feedback, or gather responses to your submitted questions.

