Navigate Student: Appointment Scheduling

Step 1: Open Navigate Student and click on "Appointments".



Step 5: Choose the location, and then click "Answer Next Question".



Step 6: Choose Christy Alley, then click "Done for Location and Staff".





Step 3: Choose the appointment type and then click "Answer Next Question."

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<	Appointm	ent Sch	eduling	×	
< Ba	ick to Reason				
W	hat type of ould you like	appoint e to sch	ment edule?		
0	Academic Servi	ices: Lori, B	onnie, Facult	у	
0	Supplemental I	notruction (SI): Medea		
•	Early College:	Christy			>
0	Student Service	es: Marnie I	Rvan		
0	Accessibility Se	ervices: Jo-E	Ellen		
0	Career Services	s: Jo-Ellen			
0	JMG: Tara	+			
				>	

Step 7: Select an available date and time, then click "Continue to Next Step".

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< Арроіі	ntment Scheduling ×
\$ \$	🖻 Available Times 🗸
Available Tim	nes
Select a day a	nd time.
< Previous Week	Next Week >
SUN MON 29 30 Mar Mar (13)	TUE WED THU FRI SAT 31 01 02 03 04 Apr Apr Apr Apr
Befo	pre noon After noon
00:00 AA	A 00:15 AM 00:30 AM
00-45 AN	10:00 AMA 10:15 AMA
(09145 AN	10.00 AW 10.13 AW
Other Options	
R	equest another time
C	ontinue to Next Step >

Step 4: Choose a reason, and then click "Done for Reason".

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	<	Appointment Scheduling \times
	< Ba	ick to Reason
	Ch op	noose from the following tions and click Next.
(0	CA: Academic Advising- Which class is right for me?
	0	CA: Learn more about Certificates/Career Pathways
	0	CA: Learn more about earning an Associate Degree
	0	CA: Help Signing Up for a Class
	0	CA: Other
		Done for Reason >

Step 8: Review the date and time, note anything specific to discuss, choose how to be reminded, and click "Confirm Appointment".

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< App	oointme	nt Sche	eduling ×
Q	Q		✓ Confirm
Confirm			
CA: Learn	n more abo Pat One Time Mo O 9:15	out Certifi hways Appointm on, Mar 30 - 10:00 ar	cates/Career
	2 Ch	risty Alley	
	Ø Virtual	Appointm	ent
https://mair Anything sp Comment.	ie.zoom.us/ pecific you s for your	my/christy want to d	valley iscuss?
Appointme ✓ Send em: ✓ Send text Ad¢207955	nt Reminde umm ail to : message :5555er:	er i.student	@maine.edu
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