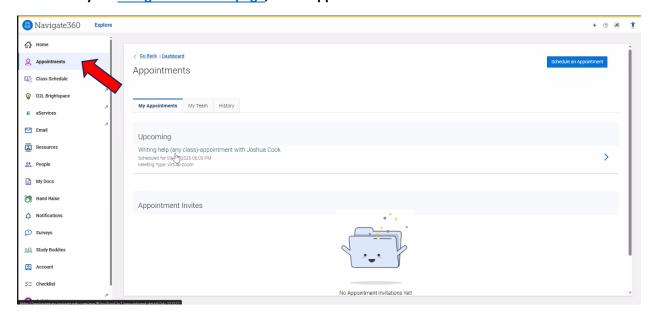
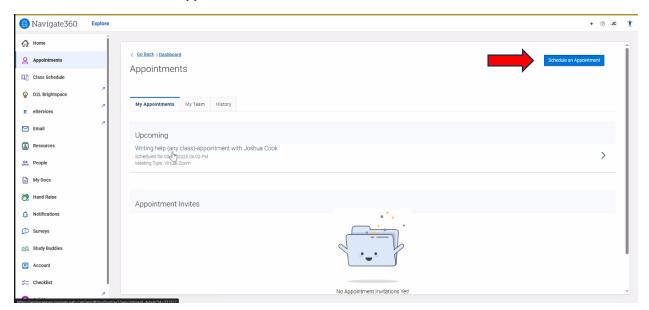
Written Feedback Tutorial for Students

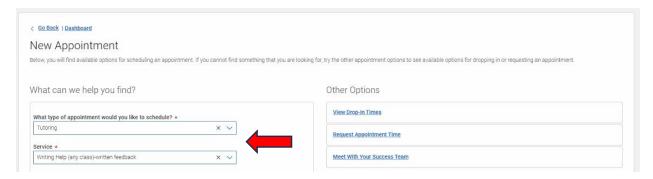
1. On your Navigate 360 homepage, click "Appointments"



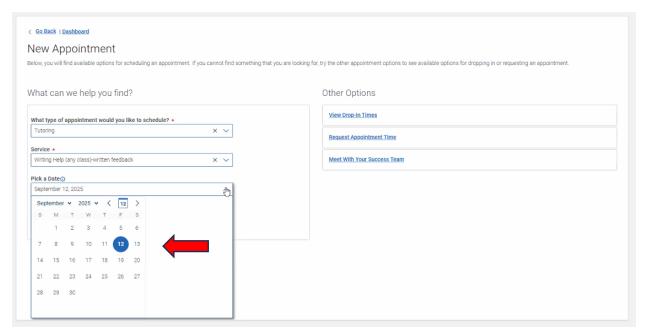
2. Click "Schedule an Appointment"



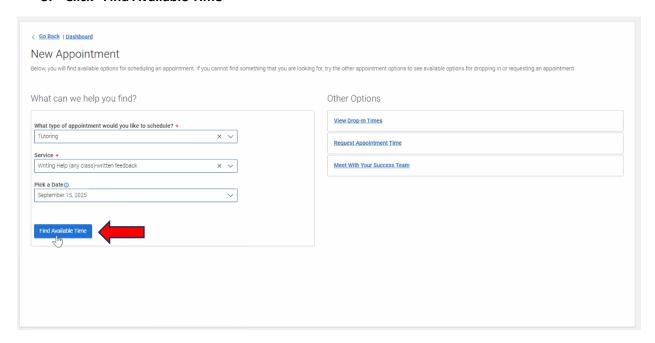
3. From the two dropdown menus, select "Tutoring" and "Writing Help (any class)-written feedback"



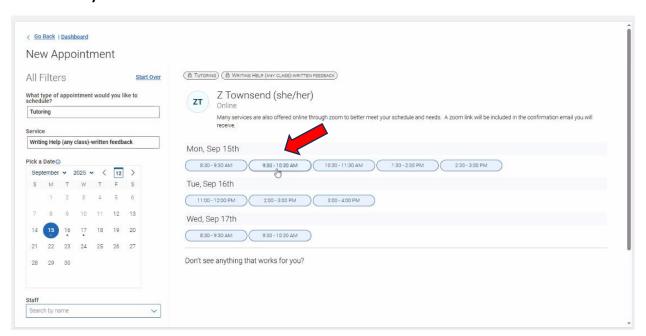
4. Select your desired date



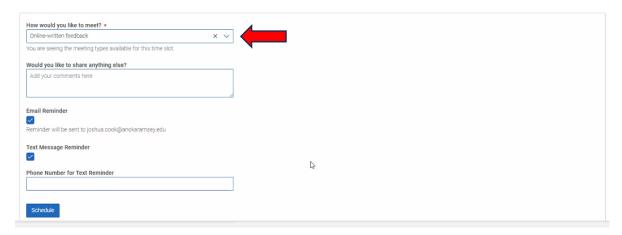
5. Click "Find Available Time"



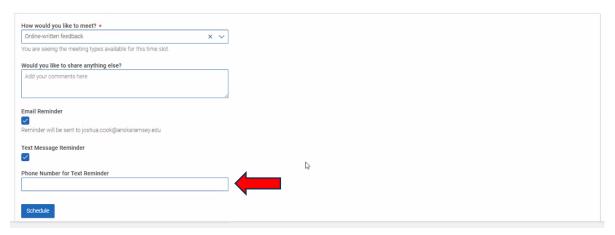
6. Click your desired timeslot



7. Scroll to the "How would you like to meet?" dropdown list and select "Online-written feedback"



8. Optional: enter phone number to receive a text message reminder



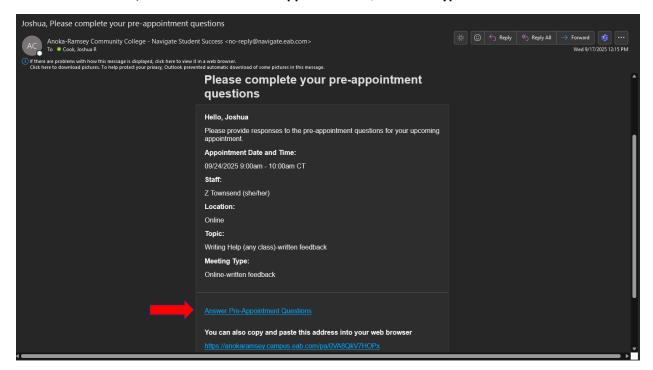
9. Click "Schedule"



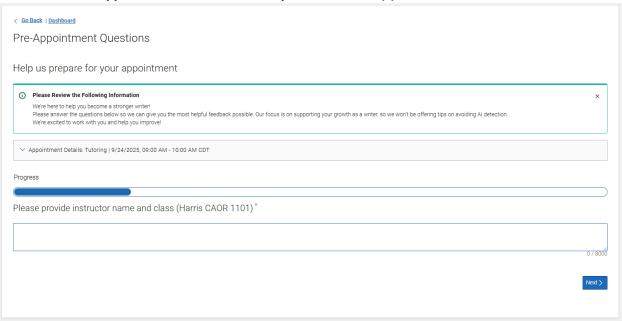
10. Check your email for the questionnaire that must be completed before we can provide feedback. The sender will be the tutor's name.

Z Townsend (she/her)
[Appointment Notification]... 12:13 PM
CAUTION: This e-mail

11. In the email, click the "Answer Pre-Appointment Questions" hyperlink



12. Answer the Pre-Appointment Questions and upload document(s)



13. Click "Submit"

14. This screen confirms you have successfully submitted everything! Please allow up to 2 business days to receive feedback via Navigate.

