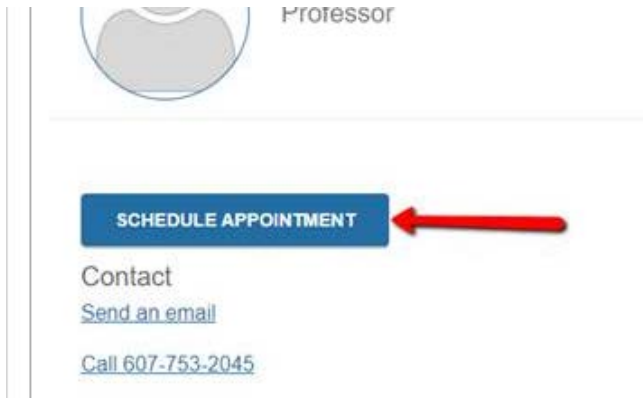


How to make an appointment with your academic advisor (or Instructor for Office Hours)

Using Starfish

Please follow these directions:

1. Login to myRedDragon.
2. Select the Starfish tab (at the top of the page). You will be automatically taken to your **Success Network**.
3. Find your Instructor or Academic Advisor from the list and select their name.
4. Select "Schedule Appointment"



5. Next select "office hours" or "academic advising":



6. Then select the radio button for the most important reason for the meeting. In this case, most likely you will select Academic Advising Appointment or Office Hours. When you confirm the appointment you have the opportunity to type in more reasons for the meeting.

What do you need help with?

Academic Advising

Academic Advising Appointment

Graduation Requirements

Major advising

Seek career advice

Transfer Credit

Withdrawal from Course

7. Use the arrows to navigate through the calendar to find available days and times that work with your schedule and then select the radio button for the time:

What day and time works for you?

10-28-2019



11-07-2019

Show: All session t

Monday, October 28

← **October 2019** →

Su	Mo	Tu	We	Th	Fr	Sa
		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	31		

11:00 am - 11
Old Main, roo

11:30 am - 11
Old Main, roo

12:00 pm - 12
Old Main, roo

8. You will then be taken to a confirmation page. Make sure the information looks good and then select "Confirm". You will be sent a confirmation email and then a reminder on the day of the appointment!

Does this look correct?

Date and Time

Monday, October 28

11:00 am – 11:15 am

Location

Old Main, 

Meeting Instructions

Be prepared for your meeting with a list of co