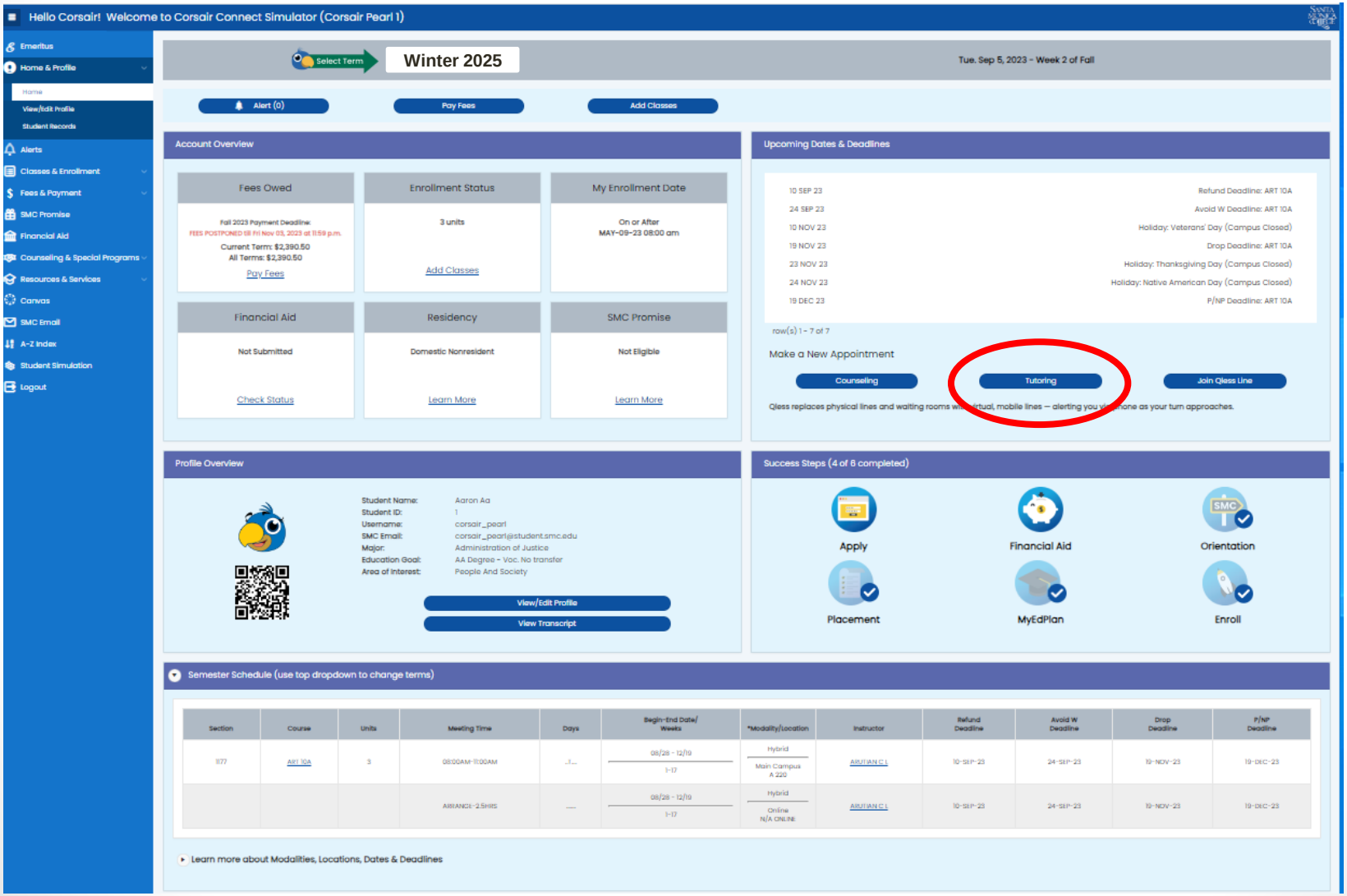
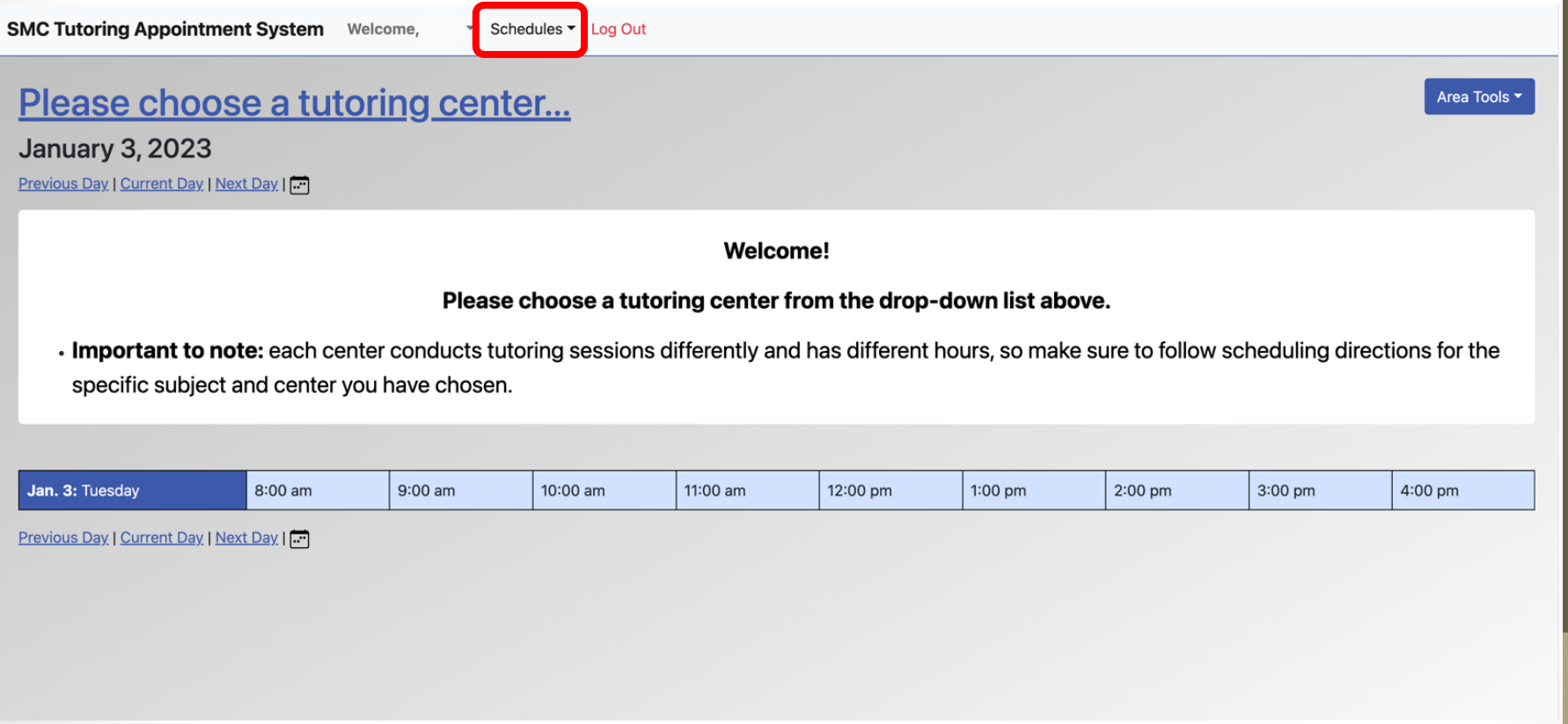
Making ESL Tutoring Appointments

1. Log into Corsair Connect
2. Click on “Tutoring”



Making an Appointment

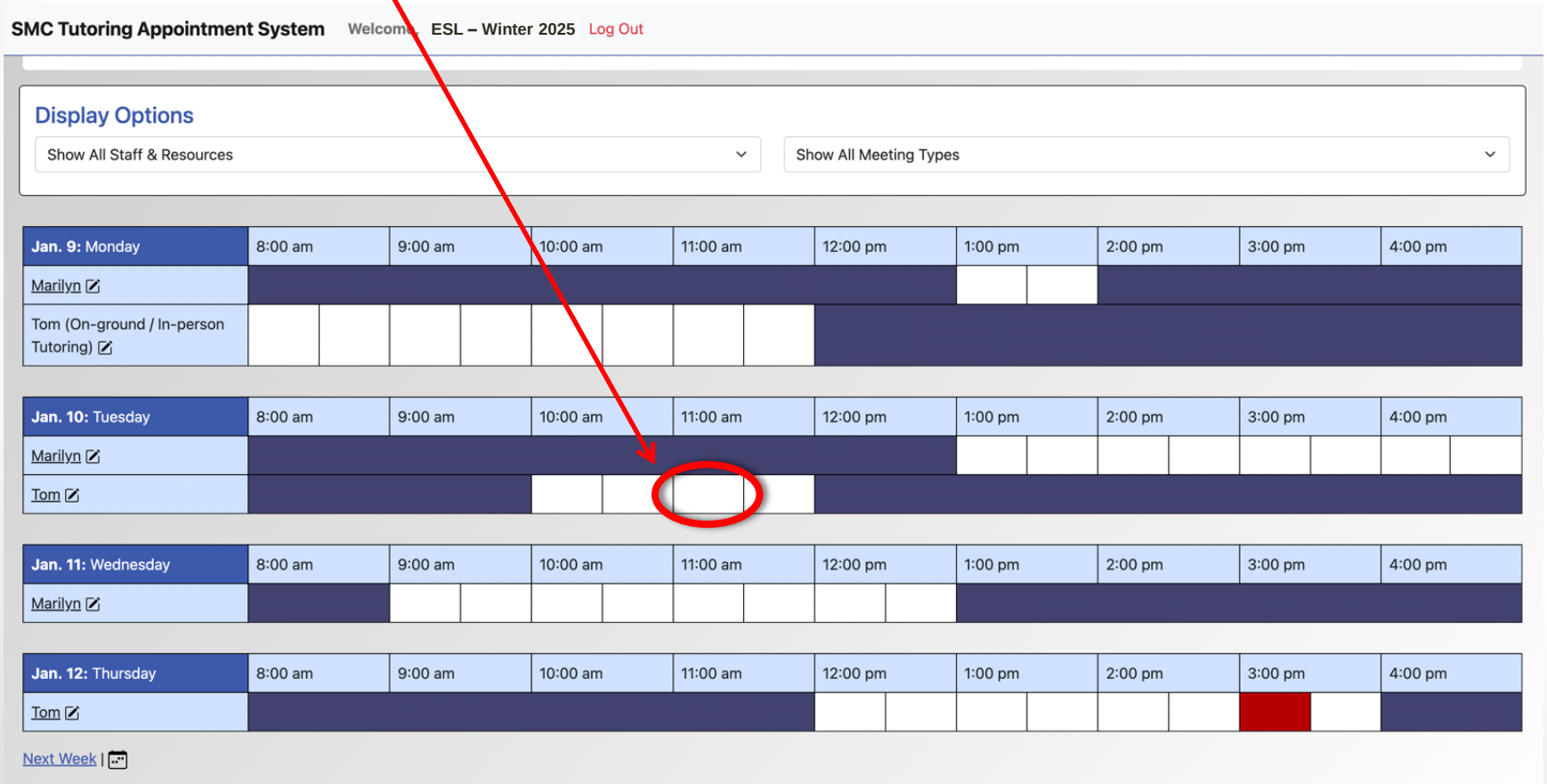
To make an ESL tutoring appointment, first select the ESL tutoring center from the drop down menu. Select **ESL – Winter 2025**



Making an Appointment

Choose the day, time, and tutor you would like to meet with by clicking on an empty white box on the schedule.

Note: Dark blue and light blue boxes mean no tutoring is available at that time.



Making an Appointment

After you click on the day and time you want, you must fill out the reservation form.

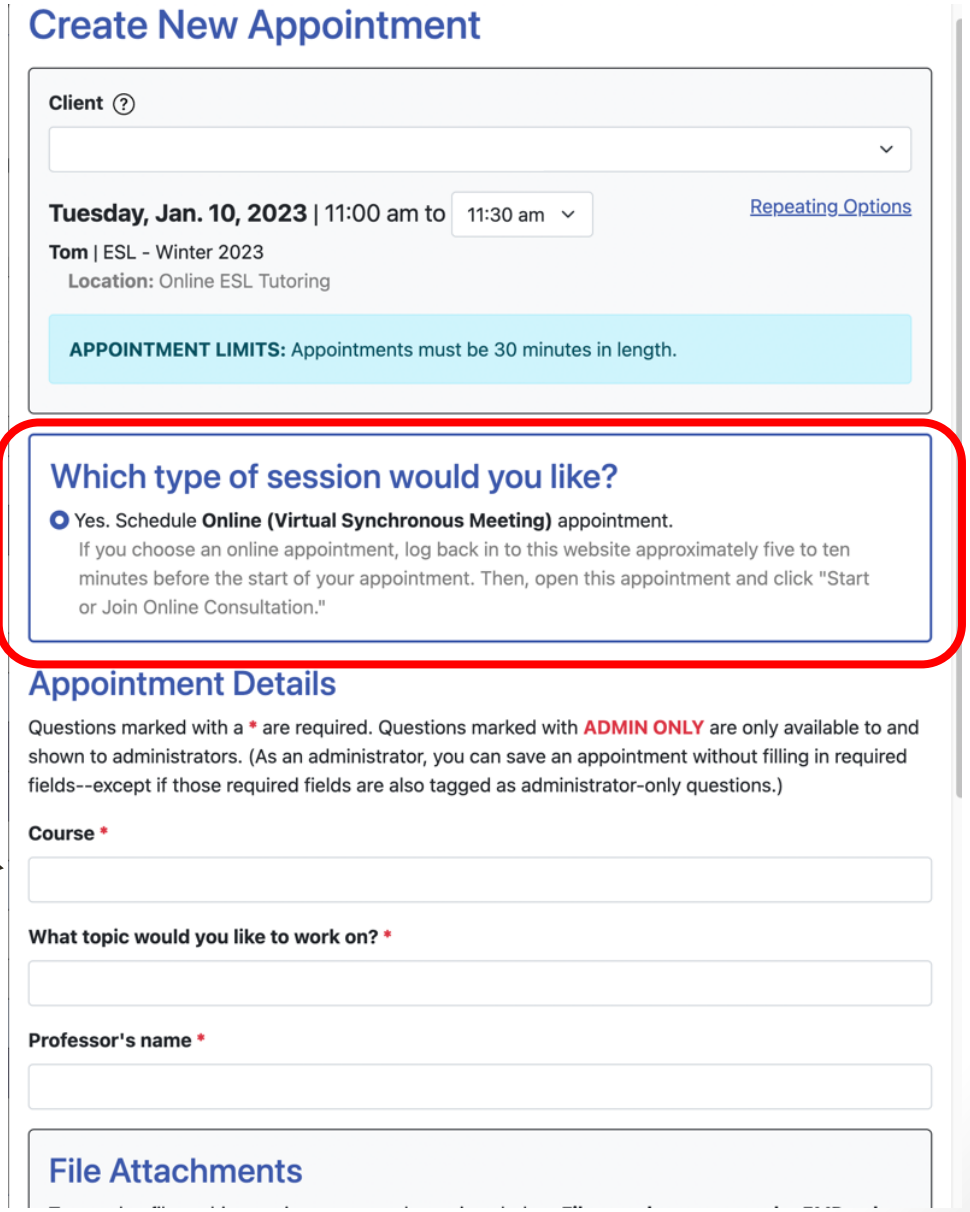
Your name will automatically appear here.

This message indicates that your tutoring appointment will be online.

Write the name of the course you would like to receive tutoring in.

Write a short description of what you want to work on.

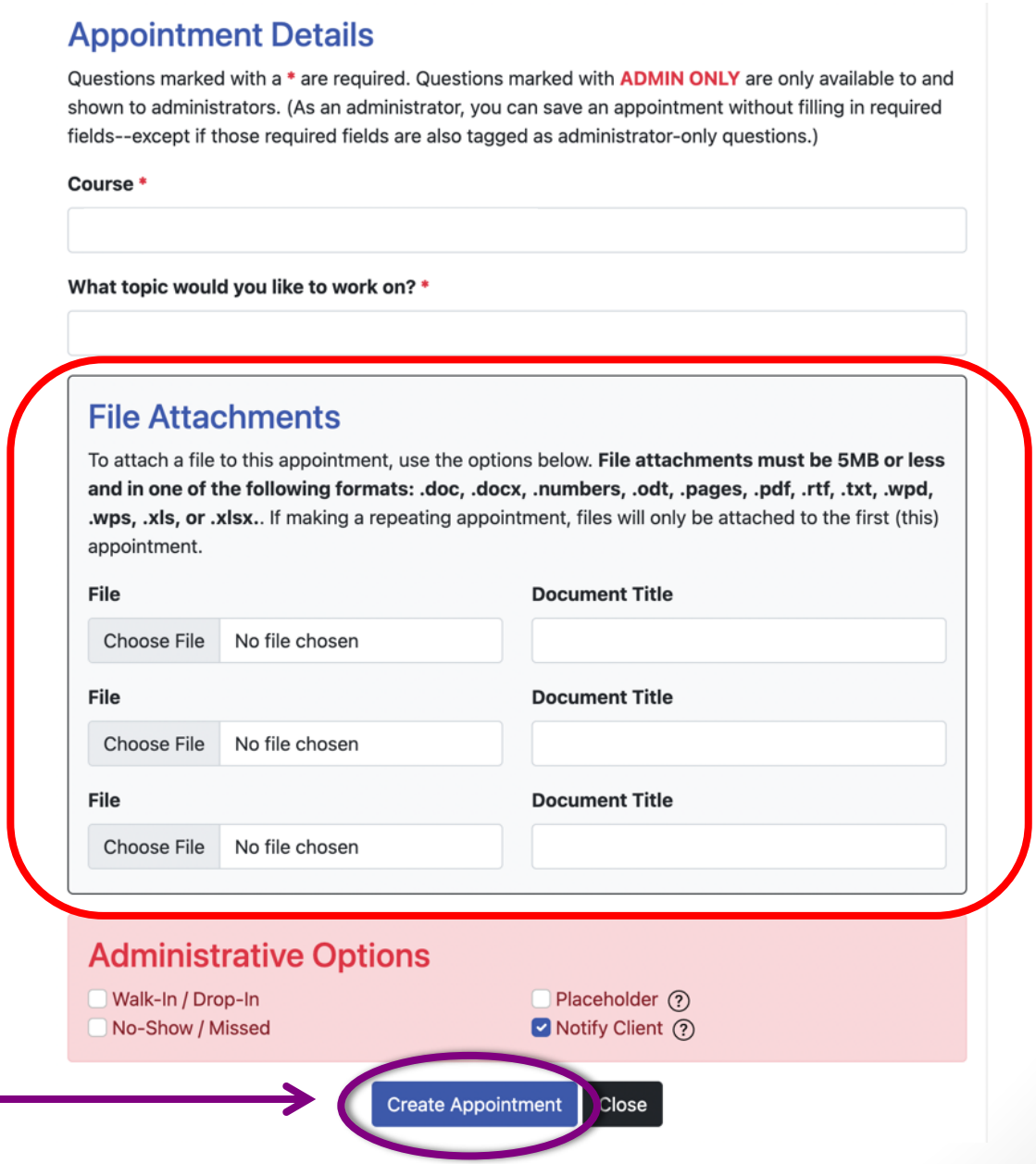
Write the name of your professor here.



Making an Appointment

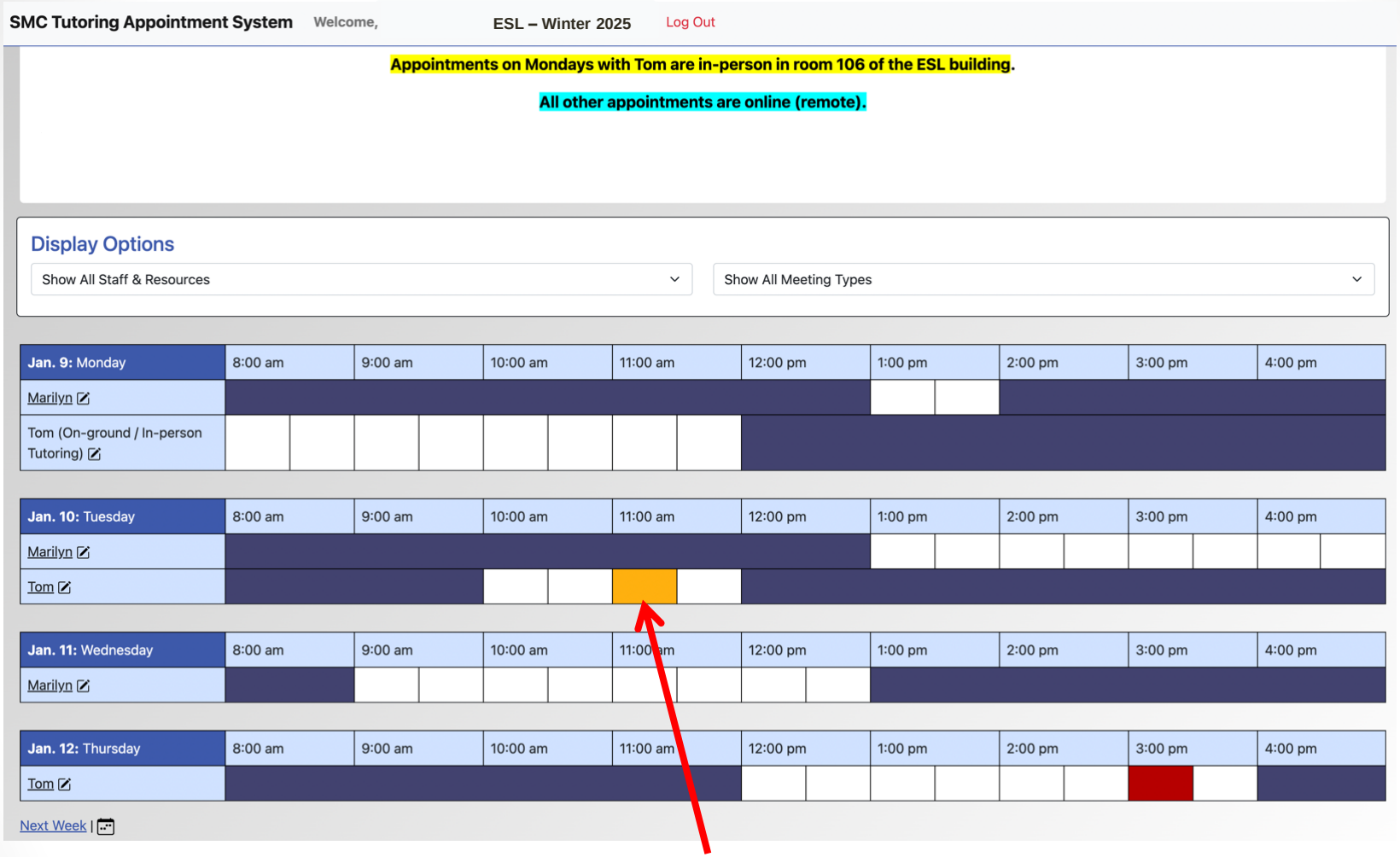
Upload a file (such as a writing assignment) that you want to review with a tutor.

(This is optional.)



Don't forget to press "CREATE APPOINTMENT" when you are finished.

Logging into an Online Appointment

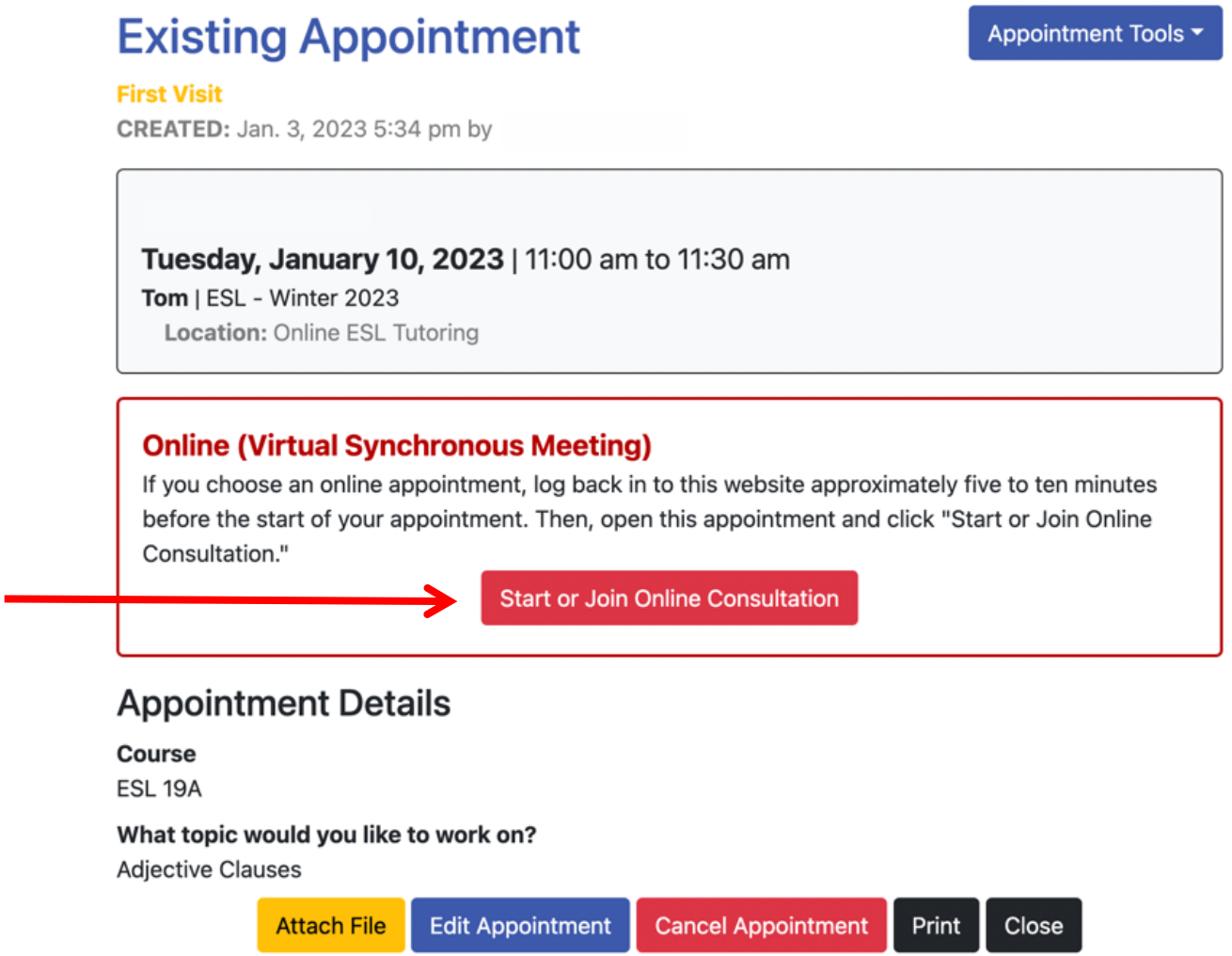


Approximately 5 minutes before your scheduled online tutoring appointment, log into the tutoring system via Corsair Connect.

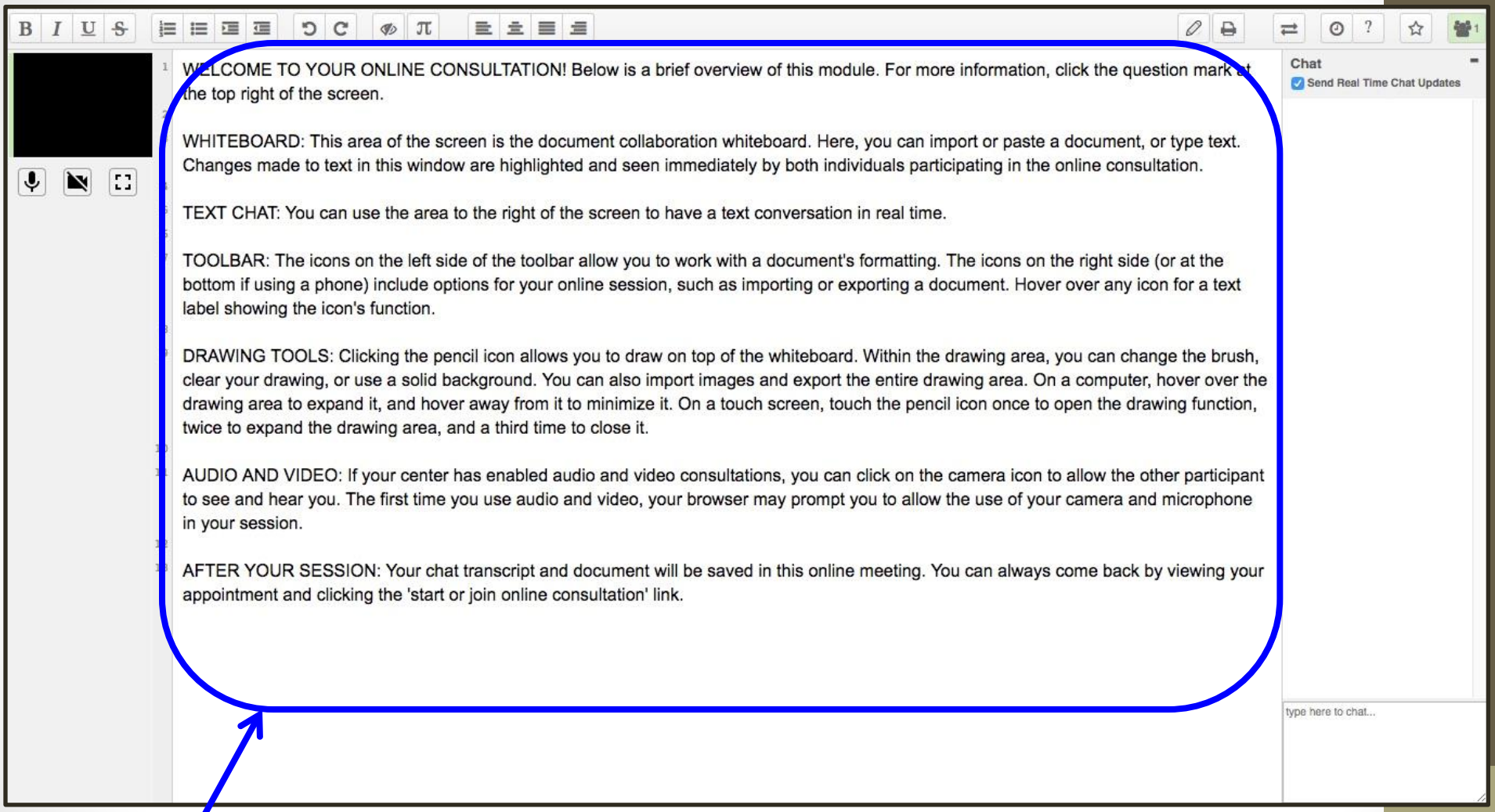
Next, click on the specific day and time of your scheduled appointment with the appropriate tutor. Your appointment color will appear gold or yellow. For example, this appointment is with Tom and starts at 11:00 am on Tuesday, January 10th.

Logging into an Online Appointment

Click on the link that says "START OR JOIN ONLINE CONSULTATION" to start your tutoring session.

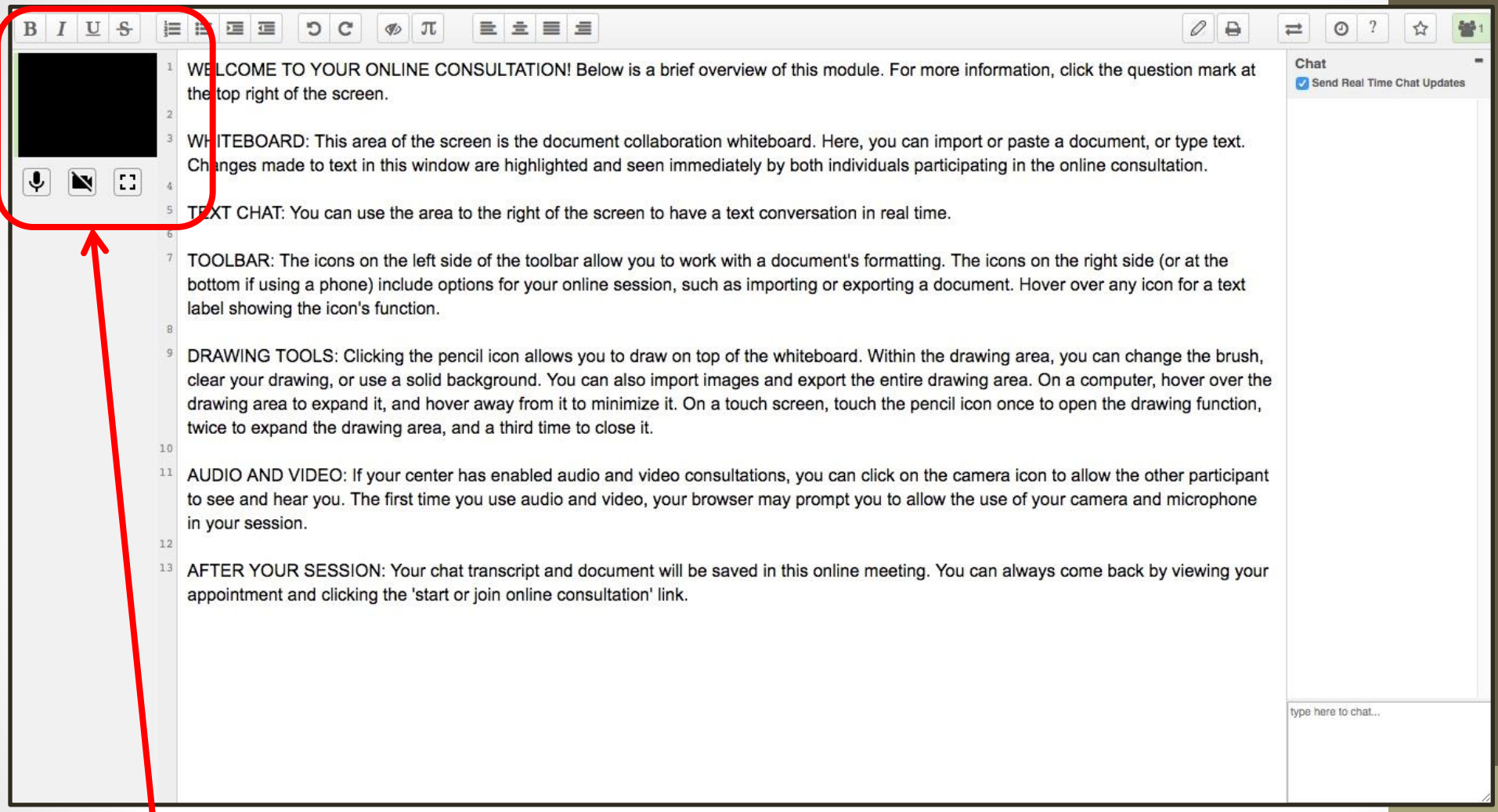


Online Tutoring Room



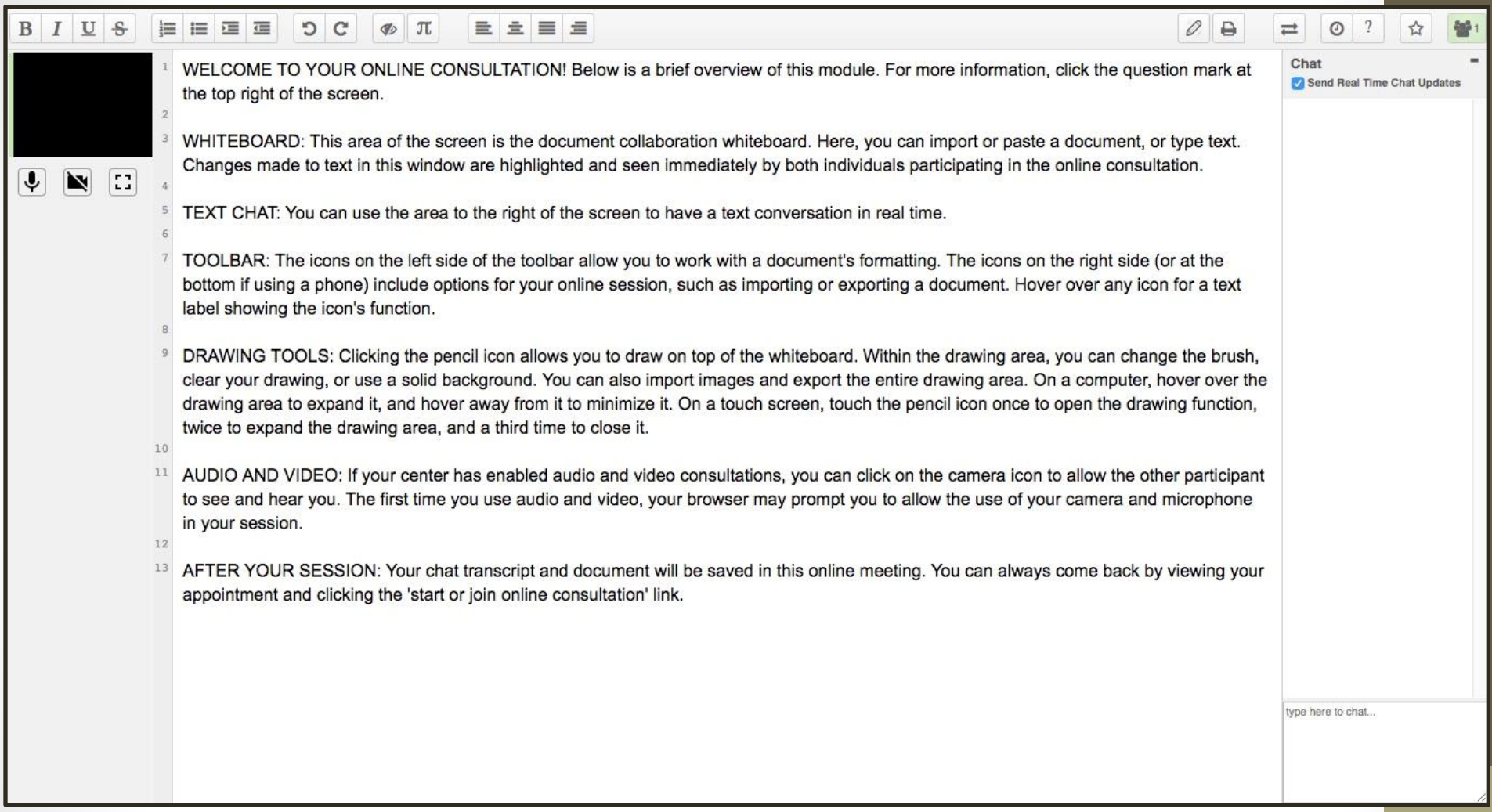
A “white board” with instructions on it will appear. Please read the instructions. They will explain how to use the different tools in the online tutoring room. After reading the instructions, you can delete them. Note: Your tutor will also be in the tutoring room and will be able to write on the white board and talk with you.

Online Tutoring Room



In the upper-left corner, there are options to turn your camera and/or microphone on or off. You can turn your camera off if you want, but please make sure your microphone is turned on so that you can talk to the tutor.

Online Tutoring Room



There are many other tools available in the online tutoring room. Your tutor will explain them to you.

Additional Online Tutoring Information

1. **Your online tutoring sessions are saved. To review previous tutoring sessions, click on the day and time of your appointment in the reservation system.**

1. **When you first begin your tutoring session, make sure both your camera and microphone are enabled.**
   Note: You can turn your camera off once the tutoring session begins.

2. **You can upload documents during the online tutoring session and review them with the tutor.**

3. **If you have any questions, please contact Judy Marasco at:**

Marasco_Judith@smc.edu