# How to Find Your Zoom Link For Tutoring/Coaching

## 1. Log in to the scheduling system where you made your appointment.



**Student Success Center** 

Welcome, Colleen A ▼ My Appointments Schedule Clock In Log Out

#### Writing/Language Tutoring Fall 2025

Area Tools ▼

October 13, 2025

Previous Day | Current Day | Next Day |

#### YOU MUST USE THE "APPOINTMENT FOCUS" DROP-DOWN MENU (CENTER, BELOW) TO FILTER THE SCHEDULE BEFORE BOOKING AN APPOINTMENT!

WRITING TUTORING: For support on any writing project in English, select "Writing Tutoring – ALL Types of Writing." Any of our writing tutors can assist you with any English-language writing project.

For help with writing in another language, or for more specialized support, we also offer additional Writing Tutoring subfilters (Spanish, Creative Writing, Personal Statements, Grad, Presentation Support, etc.)

LANGUAGE LEARNING: Please select the appropriate "Language Learning" filter for the language you are seeking tutoring or conversation practice in.

**READING COMPREHENSION:** For assistance with reading assignments, please select the appropriate "Reading Comprehension" filter. The "English" subfilter is for native/fluent English speakers who need support on reading assignments. "English as a Foreign Language" provides specialized support for non-native speakers. The "Grad" subfilter is reserved for students enrolled in graduate level courses.

#### MEETING TYPES

The "Show All Meeting Types" dropdown box allows you to filter by modality:

- E-TUTORING: This type of appointment allows you to get asynchronous feedback on a writing project without having to meet directly with a tutor. These are only available as 2-block appointments.

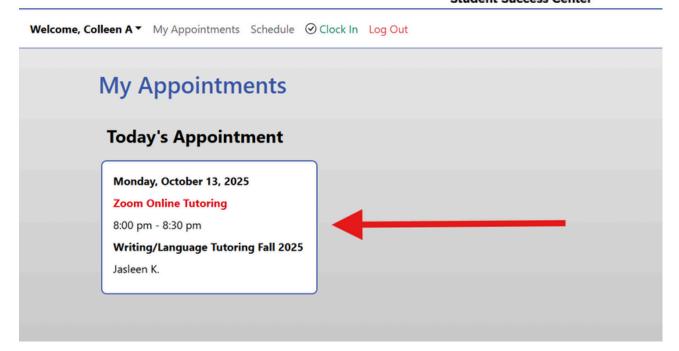
  Upload one or more Microsoft Word documents to your appointment and you will receive feedback by the end of the scheduled time.
- IN-PERSON: Meet face to face in Charles Library 340. When you arrive, please check in for your in-person appointment by clicking on the green checkmark at the top of the screen that

### 2. At the top of the page, click the 'My Appointments' button.

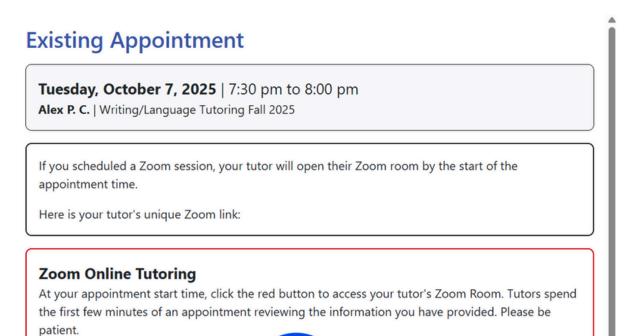


#### 3. Click on your appointment.

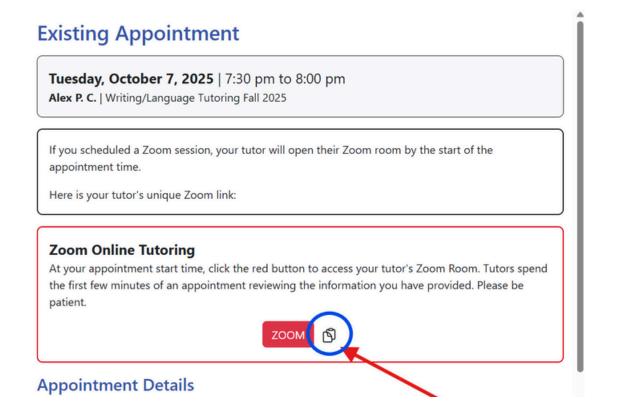




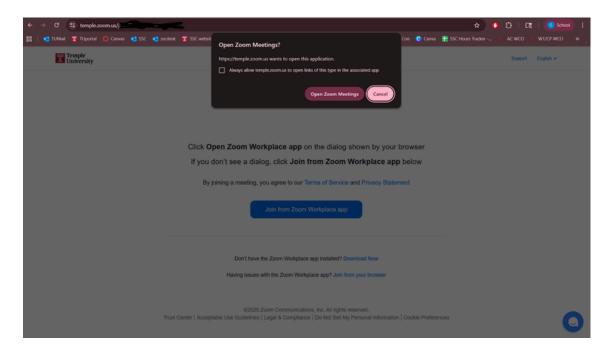
## 3. In the pop-up, click the red ZOOM button to start your meeting.



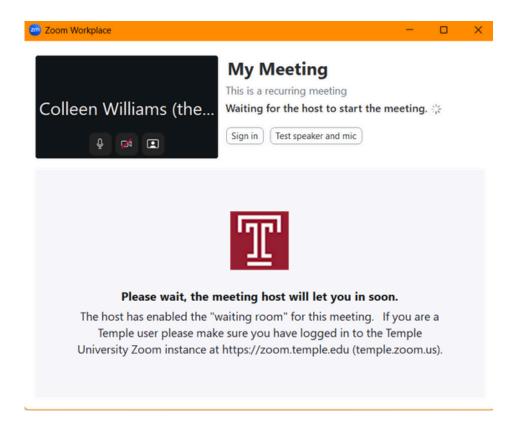
### 4. Another way to access the Zoom link is by clicking the clipboard button next to the ZOOM button.



5. When you press the ZOOM button or open the Zoom link, you will get a pop-up that says 'Open Zoom Meetings?'. Click 'Open Zoom Meetings' to reach your Zoom room. If you do not see this pop-up, please enable pop-ups in your browser.



6. Zoom will open and you'll be placed in your tutor/coach's waiting room. They will let you in shortly.



# 7. Contact us at <a href="mailto:sscdesk@temple.edu">sscdesk@temple.edu</a> if you're having trouble accessing your appointment, your Zoom room, or if you have any questions!

