

# Looking to Schedule a Tutoring Appointment?

## There's a MyMassasoit Portal App for that!

Log in to the MyMassasoit portal

Click the Navigate App from the portal launchpad



Navigate

From your Navigate homepage, click *Get Assistance*

Get Assistance

Select the **TYPE** of assistance you would like: *Tutoring*

Select the **SERVICE**:

*select "Course based-tutoring" if seeking tutoring related to specific course concepts*  
(Examples: Math, Physics, Chemistry, Biology, Nutrition, Accounting, CTIM Courses, Reading I & II, Intro Writing, English Composition, Literature, Speech, Architecture, Engineering)

**OR**

*select from the list of general tutoring services*  
(Examples: Computer Questions - General, Writing/Reading - General, Study Skills & Strategies, ARC Student Success Workshops, Research & Writing Virtual Study Room)

Select an approximate **DATE**; click Find Available Time

Find Available Time

*Utilize the filter menus beneath the calendar to identify available appointment times best suited to you.*

**To see the schedule of available virtual tutoring appointments,**

from the **HOW WOULD YOU LIKE TO MEET** menu, select Virtual Session - Zoom,  
from the **LOCATION** menu, select Academic Resource Center (Virtual Tutoring Center), and  
from the **COURSE** menu, select the course for which you are seeking tutoring (not needed for general tutoring services)  
Select an available virtual appointment time on the right side of the screen.

**To see the schedule of available in-person tutoring appointments,**

from the **HOW WOULD YOU LIKE TO MEET** menu, select In-Person,  
from the **LOCATION** menu, select either the Brockton ARC or Canton ARC, and  
from the **COURSE** menu, select the course for which you are seeking tutoring (not needed for general tutoring services)  
Select an available in-person appointment time on the right side of the screen.

Review the appointment details. In the area titled, "Would you like to share anything else?" enter comments to let the scheduled tutor know what concepts you are looking to discuss together during the appointment.

Click "Schedule" to reserve the appointment time.

Schedule

Reach out to the Academic Resource Center's reception team at  
[arc@massasoit.edu](mailto:arc@massasoit.edu) (or extension 1802) or [cantonarc@massasoit.edu](mailto:cantonarc@massasoit.edu) (or extension 2516)  
if you would like assistance with scheduling!