

# Student Videos

## How to Schedule an Appointment Online

Engineerica Systems *Published on Oct 11, 2019*

1. **Log into Accudemia.**

**Note:** Your school should provide the correct domain for the link  
<https://{domain}.accudemia.net> to login to the Accudemia website.

2. **Click the New Appointment button.**

3. **Search for the Center or Service that you would like to schedule an appointment for on campus.**

4. **In the next search box find the Course you would like help with (if applicable).**

5. **Subsequently you may be asked what Instructor teaches your Course.**

6. **Now a screen with available Tutors and time-slots will be displayed. Select a time-slot that you would like for the appointment.**

7. **To finalize these options add any notes you would like to leave for the tutor and click Confirm.**

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