

How to Attend Online Tutoring in TracCloud

1. Go to tutoring.fau.edu and sign-in using your FAU credentials.
2. Locate “Schedule a Tutoring/Consultant Appointment” on the Dashboard.

The screenshot shows the TracCloud dashboard interface. At the top, there is a dark blue navigation bar with a 'Log Off...' link and a notification bell icon. The main content area is divided into several sections:

- Greetings Test:** A welcome message and instructions on how to use the scheduling system.
- Centers on this Scheduling System:** A list of tutoring centers including Engineering and Computer Science Tutoring, Math Learning Center, Tutoring (NOT math and science), Science Learning Center, and Speaking Center, each with a brief description and a link for more information.
- Calendar:** A section showing the current date as 'Fri Jun 16 2023' and a message that there are no appointments scheduled for this date. It includes 'week' and 'list' view options.
- Schedule a Tutoring/Consultant Appointment:** This section is highlighted with a yellow background. It contains a form with a dropdown menu for selecting a subject (currently showing 'Choose a subject...') and a 'Search...' button.
- Center Visits:** A section for tracking visits to various centers.
- Surveys/Documents:** A section for completing surveys or documents.
- Calendar URL:** A section for providing a calendar URL.
- Time Check:** A section with buttons for 'Week Time Check' and 'Week & Semester Time Check'.

3. Choose the subject for which you’d like to make an appointment from the dropdown and press “Search”.

This close-up screenshot focuses on the 'Schedule a Tutoring/Consultant Appointment' form. The title is 'Schedule a Tutoring/Consultant Appointment'. Below the title, there is a text input field for the subject. The dropdown menu is open, showing 'MAC1105 - College Algebra' as the selected option. To the right of the dropdown is a 'Search...' button.

Please contact the MLC at mlc@fau.edu or stop by the center (GS 211) if you have any questions.

- Locate the time slot for the online tutoring session you'd like to attend and click on it. (The slots with the Wi-Fi symbol on the right represent online tutoring.)

Schedule a Tutoring/Consultant Appointment ×

Subject: **MAC1105 - College Algebra**

For more scheduling availability, click the 3 dots to the right.
 There are 5 slots of time available, please choose one that works for you... Choose a different

Time Slot	Day	Session Type	Location	Online?
100p-130p	Tue Jun 27	Group In-Person 0 / 3	Math Learning Center (MLC)	GS211 (MLC)
200p-250p	Tue Jun 27	Group In-Person 0 / 3	Math Learning Center (MLC)	GS211 (MLC)
300p-350p	Tue Jun 27	Group In-Person 0 / 3	Math Learning Center (MLC)	GS211 (MLC)
400p-450p	Tue Jun 27	Group In-Person 0 / 3	Math Learning Center (MLC)	GS211 (MLC)
600p-900p	Tue Jun 27	Drop In Online	Math Learning Center (MLC)	online

- To join this session, click on “The location for this online session is here” at any point during the time that the session is being offered.

Schedule a Tutoring/Consultant Appointment ×

Subject: **MAC1105 - College Algebra**

This is a dropin online availability in **Math Learning Center (MLC)** with [REDACTED] on **Tue, June 27th 2023**

Start Time	End Time
06:00pm	09:00pm

Meeting Type:
 Online In-Person

The location for this online session is here

Please contact the MLC at mlc@fau.edu or stop by the center (GS 211) if you have any questions.

If you are having issues joining Zoom, please follow the below instructions as you **MUST** sign in through FAU with your FAU ID:

1. Open the Zoom app on your device.
2. Sign out from within the app (Copy and paste the link below for instructions).

<https://support.zoom.us/hc/en-us/articles/201362383-Signing-Out-and-Switching-Between-Accounts>

3. Click **Sign In**.
4. Select "Sign In With SSO".
5. Enter "fau-edu" for the domain that is requested.
6. Sign in with your FAU credentials.