

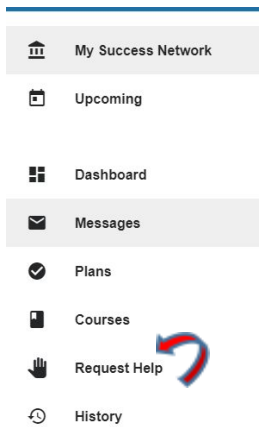
## Raising your hand for Tutoring/Academic Coaching/Writing Support

There are two ways to request tutoring/academic coaching/writing support in the Student Success Network.

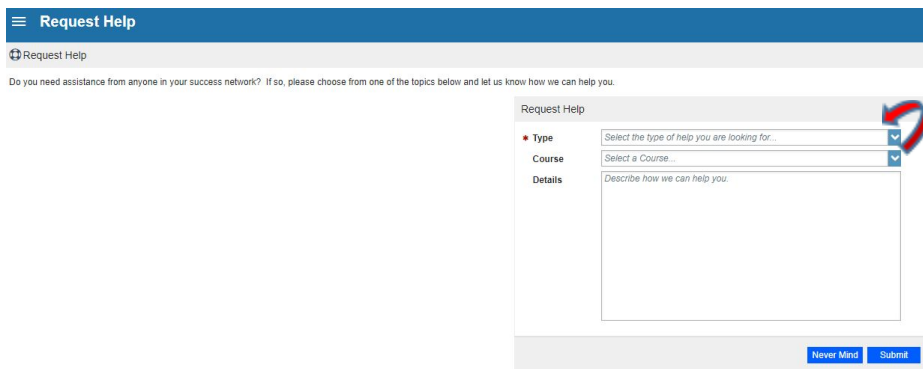
First, access the Hamburger menu in the upper left corner of your screen



From your hamburger menu, select "Request Help"



From the "Request Help" Menu, choose "I would like to request tutoring or academic coaching," or "I would like to request support on my writing assignment," from the dropdown menu.

A screenshot of the "Request Help" form. The form has a title bar "Request Help" and a sub-header "Request Help". Below the sub-header is a question: "Do you need assistance from anyone in your success network? If so, please choose from one of the topics below and let us know how we can help you." The form contains three fields: "Type" with a dropdown menu, "Course" with a dropdown menu, and "Details" with a text area. A red arrow points to the "Type" dropdown menu. At the bottom right of the form are two buttons: "Never Mind" and "Submit".

Request Help

- \* Type
- Course
- Details

I would like to learn more about accommodations and disability services.  
The LTC's Office of Learning Resources (OLR) focus is to provide all students with disabilities an equitable opportunity to participate freely and actively in all areas of university life including academics, housing, and parking. We can help you learn how to access our programs and services.

I would like to request tutoring or academic coaching  
Raise your hand to request tutoring or academic coaching for a course. Choose which course you need assistance with, add a comment, and click submit. A message will be delivered directly to the Office of Learning Resources who will contact you for additional information and to being making arrangements.

Never Mind Submit

Next, you will select which course you need tutoring or coaching for from your course schedule in the courses drop down menu.

Request Help

- \* Type
- \* Course
- \* Details

I would like to request tutoring or academic coaching

No Course

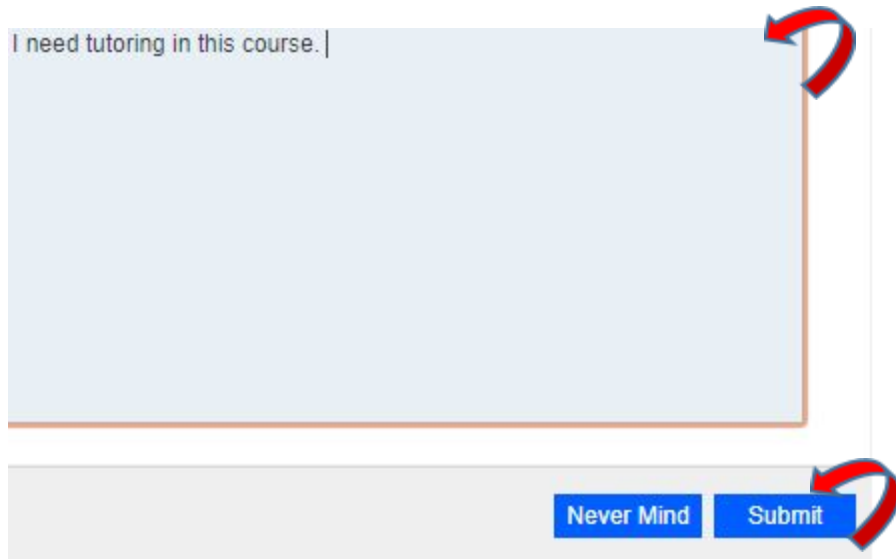
No Course

Never Mind Submit

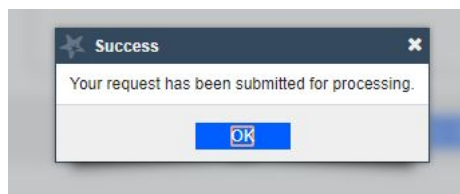
Finally, please add a few comments describing what type of assistance you need. This will help us to better serve you. Then click submit.

I need tutoring in this course. |

Never Mind Submit



You will receive a confirmation when your request has been submitted and the Office of Learning Resources will be notified of your submission.













The second way you can submit your request is through the COURSES channel in the Student Success Network.

From your Hamburger Menu,



From your hamburger menu, select "Courses"

-  My Success Network
-  Upcoming
-  Dashboard
-  Messages
-  Plans
-  Courses 
-  Request Help
-  History

From the “Courses” channel, click on the  that appears in the right hand corner of every course listing in your courses channel to access the request help menu. Follow the steps outlined above.

**Intro to Managt Acctg (MBA-601A-01-201580)** ⊞


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