GHCTUTORIALCENTER
Online Tutoring Services

Making an Online Tutoring Appointment

1. Login to Navigate at **highlands.navigate.eab.com** using your GHC login information.

2. Click on **Appointments**, then **Schedule an Appointment.**

3. Under **Reason**, select **Tutorial Center**, then select the subject area. Click **Continue to Next Step.**

4. Under **Location**, you **MUST select Online Tutoring**, even if a campus location shows as available.

5. **Select the tutor** you would like to meet with. You may select more than one to see more availability options. Submit options and then click **Continue to Next Step.**

6. Select the **Day and Time** you would like to meet and then **Submit** the appointment.

Attending an Online Tutoring Appointment

1. Check your **GHC Student email**. Your **appointment confirmation** will include a link for a Zoom meeting.

2. At your appointment time, use the Zoom link, and login to Zoom with your GHC Student email login information.

3. This will place you in a "Meeting Room" with your tutor where you can get help via audio, video, chat, and screen sharing.

Additional Information

- If you have visited a GHC Tutorial Center in person and know the tutor you are most comfortable with, you will find that their online availability most likely matches their Spring 2020 schedule.
- If you do not know which tutor you want to work with, you can look at the schedules linked below. A tutor from your campus may be more familiar with your professor/course. However, you are welcome to select any tutor that has availability and/or try someone new!

https://sites.highlands.edu/tutorial-center/schedule/