

Make an appointment with WCONLINE

Center for Academic Excellence -Asbury University

You have successfully logged out of the system.

First visit? [Register for an account.](#)
Returning? Log in below.

AVAILABLE SCHEDULES

Writing Center FA 2019

Check box to stay logged in: [?](#)

If you are new to **WCONLINE** you must **first** register for an account.

1. Carefully read our [POLICY \(click for link\)](#)
2. Select **Register for an account** to create a new account using your Asbury University email address.

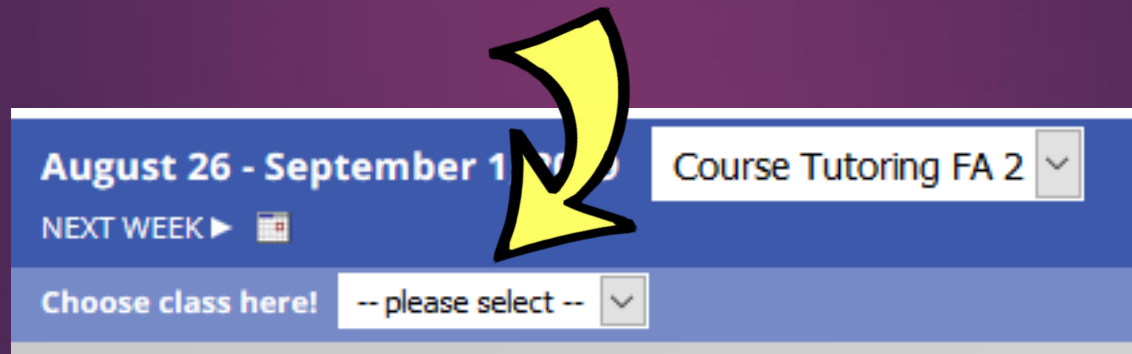
You will only need to register once.

[HTTPS://ASBURY.MYWCONLINE.NET](https://asbury.mywconline.net)

Once you log into the system , choose from one of the three schedule choices.

1. Course Tutoring FA 2019


CLICK "CHOOSE HERE" AND CHOOSE YOUR CLASS FROM THE DROP-DOWN MENU








2. Writing Center Appointments FA 2019

3. ACADEMIC COACHING FA 2019

Click on any white box below the time that you want to meet with a tutor.



Jan. 10: TUESDAY	9:00am	10:00am	11:00am	12:00pm
Bria Isaacson 				
Faith Neece 				
Kayla Sheeran 				
Leah Bowshier 				
Rebecca Hurshman 				

A window will appear.
Be sure to fill out all required information and then
click *Save Appointment*.

If you are an ONLINE
student be sure you
choose
**Yes - Schedule
Online Appointment**

Create New Appointment


Client
Barlow, Julie (julie.barlow@asbury.edu)

To select a different client, begin typing a name or email above and then select from the resulting list.

Appointment Date
Monday, August 26, 2019: 9:00am to 10:00am Show REPEAT Options

Staff or Resource
Teri Crutcher (Course Tutoring FA 2019)

APPOINTMENT LIMITS: Appointments must be 1 hour in length.
STAFF/RESOURCE EMAIL: teri.crutcher@asbury.edu
Teri Crutcher is a senior and a member of the Visionary class at Asbury University. She is majoring in Education with emphases in Learning and Behavioral Disabilities and Middle School Social Studies. This is her second year working as a course tutor.



Questions marked with * are required. Questions marked with **ADMIN ONLY** are only available to and shown to administrators. (As an administrator, you can save an appointment without filling in required fields--except if those required fields are also tagged as administrator-only questions.)

Instructor *

Are you in the Adult Professional Studies program or Graduate program? (check all that apply) *

yes
 no

What do you need help with? *


For Writing Appointments

▶ If you are making a Writing Appointment, you will be prompted to upload your rough draft at the time of the appointment or go back later and attach it to your appointment.

Are you attaching your rough draft paper to this appointment? (check all that apply)

YES


NO -I will attach 24 hours before my appointment

 **This schedule supports file attachments.** To attach a file to this appointment, use the options below. If making a repeating appointment, files will only be attached to the first (this) appointment. **File attachments must be 1MB or less and in one of the following formats: .doc, .docx, .numbers, .odt, .pages, .pdf, .rtf, .txt, .wpd, .wps, .xls, or .xlsx.**

File #1

No file...lected.

Document Title


Notify Client? 

No

File #2

No file...lected.

Document Title


Notify Client? 

No

File #3

No file...lected.

Document Title

Notify Client? 

No

To upload your rough draft later on or update a file...

Login to WCONLINE and Click on your appointment and scroll to the bottom of the page. Click **Edit Appointment**

This schedule supports file attachments. To attach a file to this appointment, click 'Edit' below.

Email client notice of cancellation?

Scroll to the bottom of the page again and download your file

Are you attaching your rough draft paper to this appointment? (check all that apply)

YES
 NO -I will attach 24 hours before my appointment

This schedule supports file attachments. To attach a file to this appointment, use the options below. If making a repeating appointment, files will only be attached to the first (this) appointment. **File attachments must be 1MB or less and in one of the following formats: .doc, .docx, .numbers, .odt, .pages, .pdf, .rtf, .txt, .wpd, .wps, .xls, or .xlsx.**

File #	Document Title	Notify Client? ⓘ
<input type="button" value="Browse..."/> No file...lected.	<input type="text"/>	No <input type="button" value="v"/>
<input type="button" value="Browse..."/> No file...lected.	<input type="text"/>	No <input type="button" value="v"/>
<input type="button" value="Browse..."/> No file...lected.	<input type="text"/>	No <input type="button" value="v"/>

Be sure you do so at least 24hrs before your appointment

For ONLINE Students only

Once you schedule an online appointment, you will be emailed a link
for **zoom**

When it is time for your appointment, you will click on this link,
download **zoom** and begin your online session with your tutor.

For a brief **zoom** video tutorial

<https://www.youtube.com/watch?v=vFhAEoCF7jg#action=share>

If you need to CANCEL an appointment:

YOU MUST DO SO AT LEAST 12 HOURS IN ADVANCE

- Log in
- Choose the correct Schedule (**Course Tutoring, Writing or ACADEMIC COACHING**)
- Click on your appointment
- Choose **Cancel This Appointment** (bottom of the appointment window)