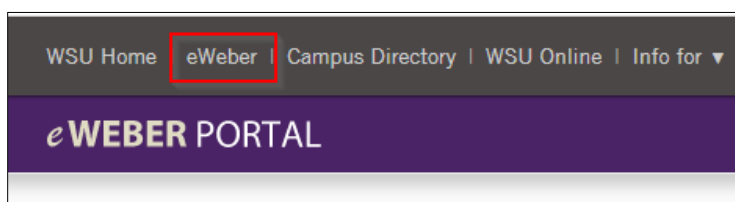
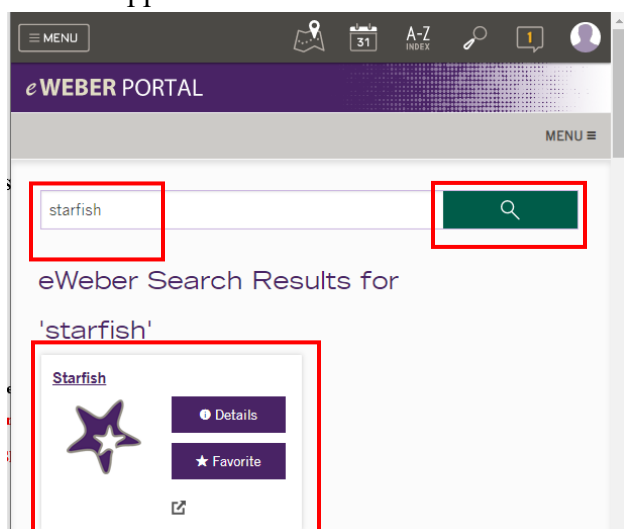


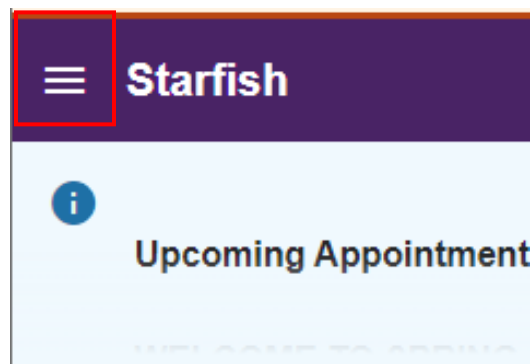
1. At www.weber.edu, log into your **eWeber portal** using your username and password:



2. Type "Starfish" in the search bar in the eWeber portal. Click the search button. Then click on the Starfish app icon:

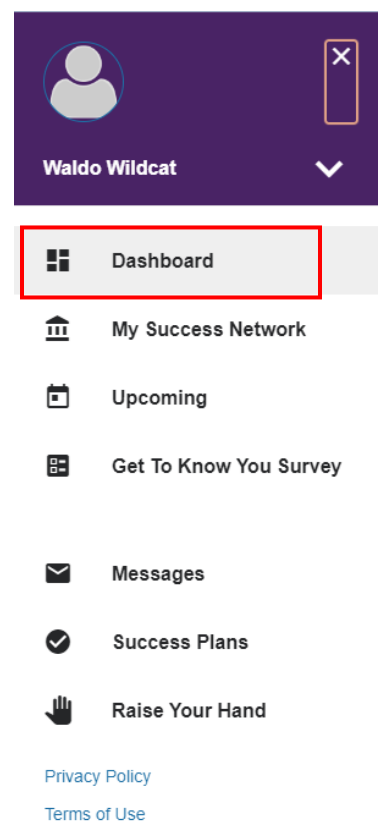


3. Use the hamburger menu in the upper left corner to navigate to different features of Starfish.



4. Within the hamburger pop-up menu, select **Dashboard**.

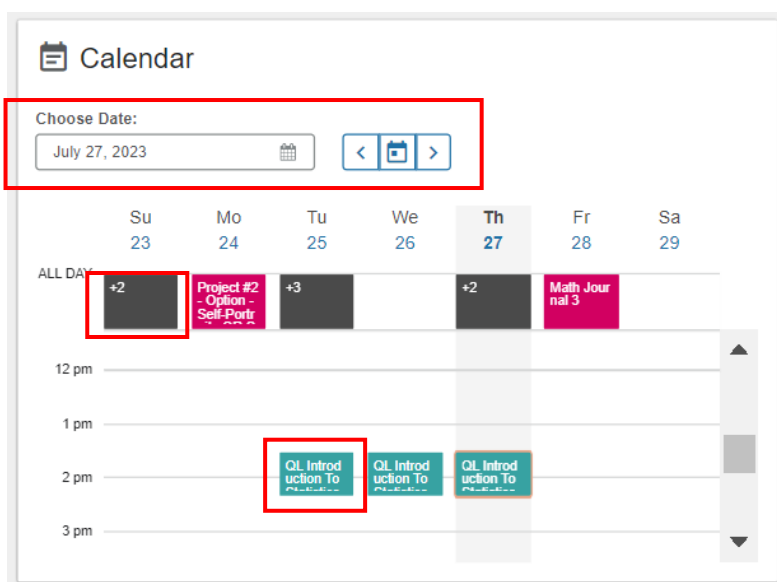
Note: Student accounts default to the Dashboard as a home screen unless you change this setting in your personal profile settings. We recommend keeping your default screen set to Dashboard because this screen is mobile-browser friendly



- On the Dashboard Screen, find the **Starfish Calendar**.
- If the semester is in-progress, you will be able to view the day/time of your current classes. **To view courses that have not yet started**, you can select a date or use the **forward/backward arrows** < > to navigate to a future date.

Online classes appear in the All Day/12:00am slot.

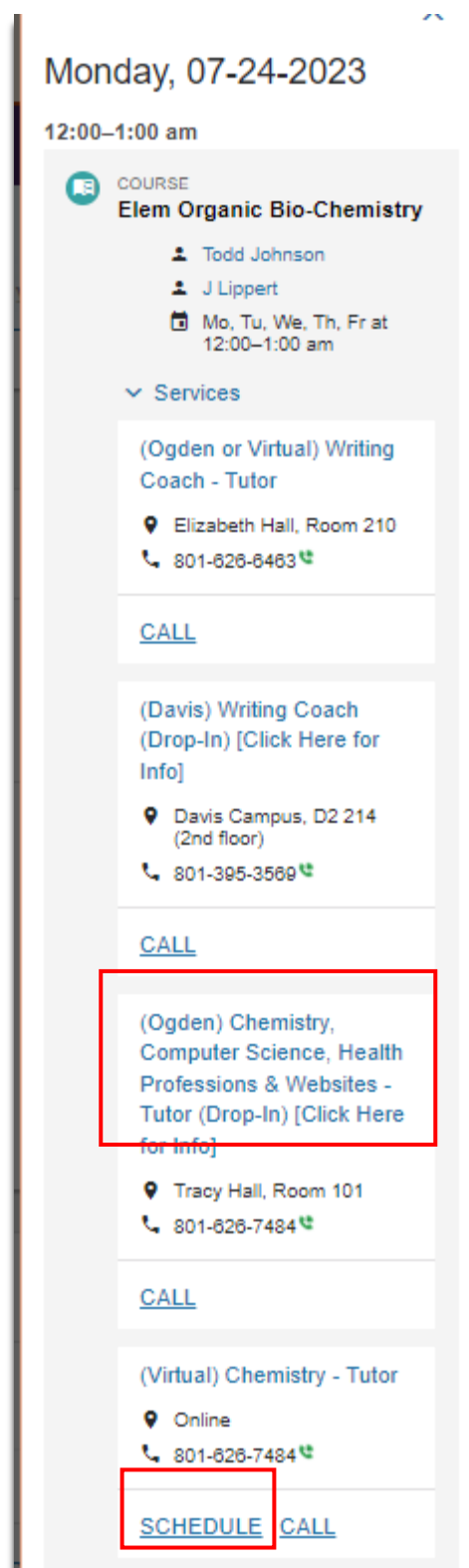
If you registered for multiple online classes, you will see these as a grey box labeled +2, +3, etc.



- Click on the course to open a side-bar menu of **resources** relevant to your course.
- In the courses side-bar, scroll up or down to browse the menu options. . (If you are registered for multiple classes that meet at the same time, you will need to scroll down to view services for each course.)
- Then, **click the hyperlinks** to view more information about each service, including drop-in information or scheduling (if relevant).

Course-specific services can also be browsed from the **Courses** pages of Starfish (See #16 & 17 below).

NOTE: Please also check your course syllabus for available resources because some departments may offer additional course-specific support beyond the resources listed in this Starfish menu.



10. For information about drop-in services, see contact information and hyperlinks in the **Service Profile**.

The screenshot shows a service profile for "Davis - Tutor - All Courses - Drop-In ((Davis) Chemistry, Computer Science, Health Professions, Websites & Zoology - Tutor (Drop-In) [Click Here for Info])". The profile includes a contact section with links for "Send an email", "Call 801-395-3569", and "Visit website". It also features a "Location" section (Davis Campus, D2 214 (2nd floor)), "Share Links" (Copy Profile Link, Copy Appointment Link), and an "Overview" section describing the Davis Learning Center's mission. A "Hours of Availability" link is highlighted with a red box.

11. Click **SCHEDULE** for Services that are appointment-based.

12. Next, select **an appointment reason**. Click **CONTINUE**.

The screenshot shows the "Schedule Appointment" form. The title is "Schedule Appointment" with a back arrow. Below the title is a profile icon and the text "(Virtual) Chemistry - Tutor". The question "What do you need help with?" is followed by a radio button selection for "Chemistry - Tutoring", which is highlighted with a red box. At the bottom, there are two buttons: "CANCEL" and "CONTINUE", with the "CONTINUE" button highlighted by a red box.

13. Scroll up and down (in the right-hand scroll bar) to view available days/times for a future appointment. If no appointments are available in the current week, use the right arrow to scroll to future dates. **Select your desired appointment time**, and click **CONTINUE**.

The screenshot shows the 'Schedule Appointment' page for '(Virtual) Chemistry - Tutor'. It includes a calendar for July 2023 with a right arrow button highlighted in red. A list of appointment slots is shown for Wednesday, August 02, with the 3:30 pm - 4:30 pm slot highlighted in red. A vertical scroll bar on the right is also highlighted in red. At the bottom right, a 'CONTINUE' button is highlighted in red.

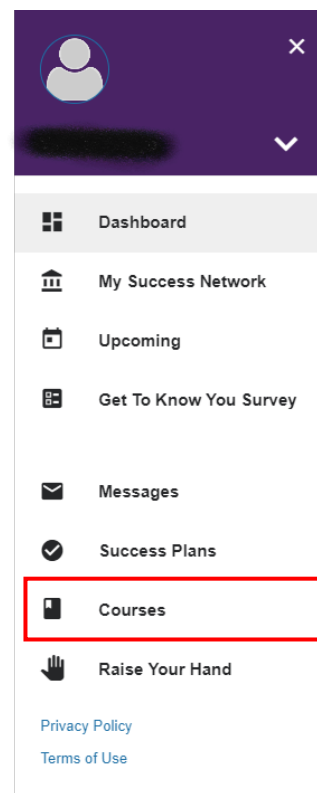
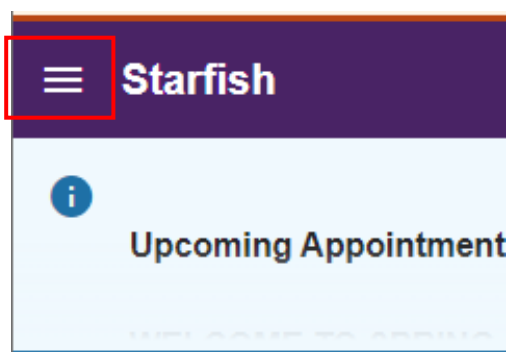
14. Review the appointment day/time. Select the **appointment location**. In the **comment box**, it is helpful if you enter your contact information as well as general topics you hope to address during your appointment.

15. Then, click **CONFIRM** to officially schedule your appointment. You will receive a **confirmation email** in your Wildcat email account with additional details/instructions for your appointment.

The screenshot shows the confirmation step of the 'Schedule Appointment' process. It includes a 'Location' dropdown menu set to 'Zoom Appointment' and a text input field for a comment, both highlighted in red. At the bottom right, a 'CONFIRM' button is highlighted in red.

An alternative way to locate relevant tutoring resources is within the Courses page of Starfish. *(This view is not mobile browser friendly. Use a PC or change to “desktop view” in a mobile browser.)*

- Click on the **hamburger menu** and then select **Courses** from the navigation menu.



- View your Active courses to see your instructor/faculty contact information and relevant academic services. *(See #10-15 for instructions for viewing the service profile and/or scheduling an appointment for services that offer this option.)*

