

Steps to Schedule an Online Coaching Session Available through the Academic Support Center

Step 1: Log into WCONLINE (<http://www.johnsonu.mywconline.com/>) using the login credentials you created during registration.

Johnson University

First visit? [Click here to register.](#)
Returning? Log in below.

EMAIL ADDRESS:

PASSWORD:

CHOOSE A SCHEDULE:
Academic Coaching - Fall 2012

Check box to **stay logged in:** ?

Having trouble logging in?
[Click here to reset your password.](#)

Using screen reader software?
[Click here for the text-only scheduler.](#)

Step 2: Select a schedule you would like to make an appointment under by clicking the arrow beside the “CHOOSE A SCHEDULE” drop-down box.

EMAIL ADDRESS:

PASSWORD:

CHOOSE A SCHEDULE:
Academic Coaching - Fall 2012
Advisor for Childrens Ministry...
CLEP Testing - Fall 2012
Proctored Testing - Fall 2012
Study Hall

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Step 5: A new window will open that will ask you some information about your appointment. Be sure to select “Yes – Schedule eTutoring Appointment” under the “Meet Online?” division. Then, complete all the fields and click “Save Appointment.” After that, you are done. We’ll be meeting with you soon!!!

Time: REPEAT APPT.	Tuesday, January 15: 10:00am to 10:30am	←
Client:	Search: <input type="text"/> Select: Rader, Cody	←
Meet Online?	<div style="border: 1px solid gray; padding: 2px;"><p>Yes - Schedule eTutoring Appointment</p><p>No - Meet Face-to-Face at the Center</p><p>Yes - Schedule eTutoring Appointment</p></div> <p><small>is available. If you choose an eTutoring appointment, upload your paper after making this appointment. Then, watch your email for notification that your appointment has been modified or that someone has responded to your paper.</small></p>	
Course:	<input type="text"/>	* ←
Instructor:	<input type="text"/>	* ←
What would you like to work on today?	<div style="border: 1px solid gray; height: 60px;"></div>	* ←
Admin Options:	Walk-In/Drop-In: <input type="checkbox"/> Missed: <input type="checkbox"/> Placeholder (not counted in stats): <input type="checkbox"/>	
<div style="display: flex; justify-content: space-around; margin-top: 10px;">→<input type="button" value="SAVE APPOINTMENT"/><input type="button" value="CLOSE WINDOW"/></div>		