

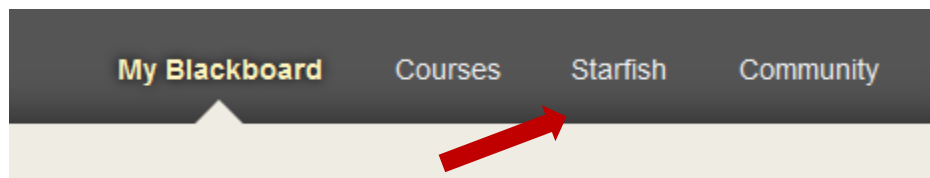
How to Make Tutoring Appointments

Starfish™ is the scheduling program used here at Tri-County Technical College. To access Starfish, log in through the "Get Connected" tab of eTC or through the "Starfish" tab of Blackboard.

Starfish Can be accessed in two ways. The first is through eTC. Under the "Get Connected" tab, click the "Login to Starfish" button.



Starfish can also be accessed through Blackboard.



Once you have accessed the Starfish Portal, there are three options. Here at the Tutoring Center, we say "3.0 is the way to go!" By following these steps, we can help you maintain that 3.0 average and provide strategies for success.

Contact Us!

Phone: (864) 646-1367

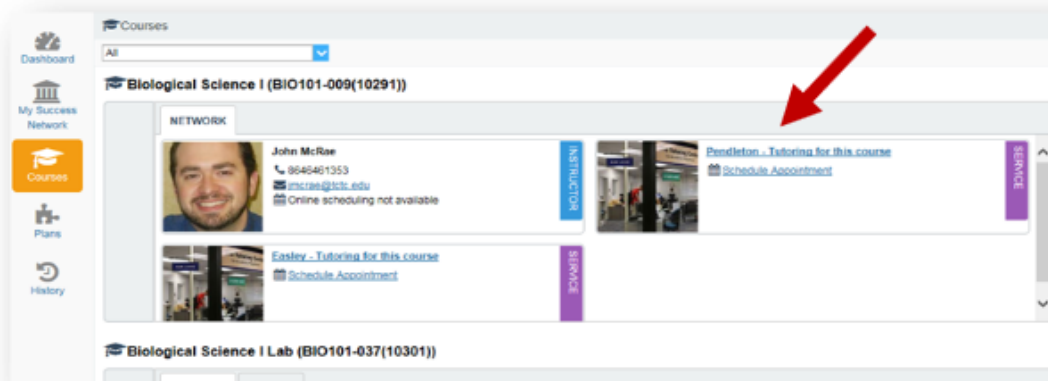
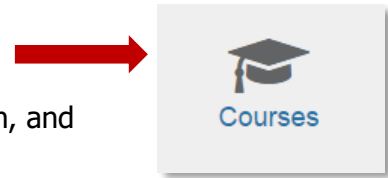
E-Mail: tutoringcenter@tctc.edu

Location: Ruby Hicks Library, Pendleton Campus

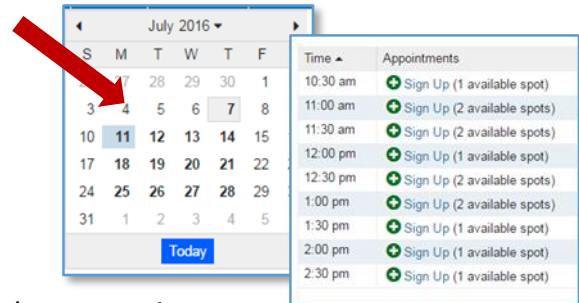
Do you need help in a MATH, SCIENCE, ECONOMICS, or SPANISH COURSE?

If you run into a problem in one of your courses or just want to review the material covered in class, then follow the instructions below. Our course specific tutors have diverse backgrounds and expertise to help you excel in your classes.

1. Click on the "Courses" icon on your Starfish homepage.
2. Look for the appropriate class in the list.
3. Under the course, you will see options for the Pendleton, Anderson, and Easley Tutoring Centers. Click the "Schedule Appointment" link.



4. Here, you will be shown a list of available appointment times as well as a calendar tool. Find the date and time that work best for you and click "Sign Up."
5. A dialogue box will appear asking for a "Reason" for the appointment. Select the option most closely matches your reason. Provide any additional information in the "Description" box. Then, click "Next."



6. On the next page, review that the appropriate course is listed and that the appointment time is correct. You can also verify that you've been matched with an appropriate tutor by reviewing the tutors [HERE](#).

7. Once you've verified the information is correct, click the "Schedule" button. Your name will now appear on the list of available appointments, and Starfish will confirm this appointment on the homepage and via e-mail.

Do you need help with WRITING for ANY SUBJECT?

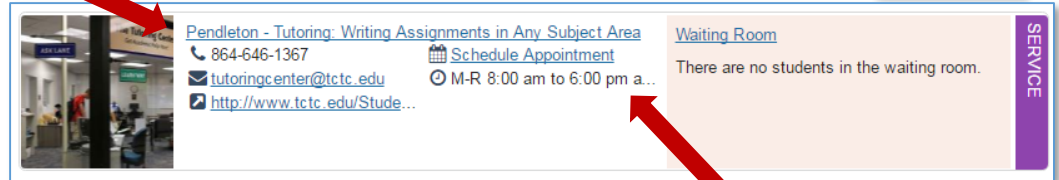
If you're working on a paper or need help in a humanities course, this process will connect you to one of our writing tutors. Students working on papers for any subject area are encouraged to utilize this service.

1. Click on the "My Success Network" icon on your Starfish homepage.

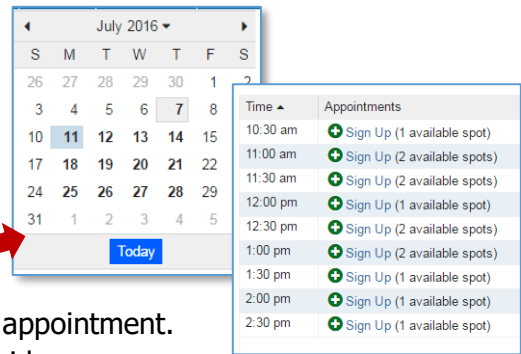


2. Here, you will "Writing for Any Subject Area" links for the Pendleton, Anderson, and Easley campuses.

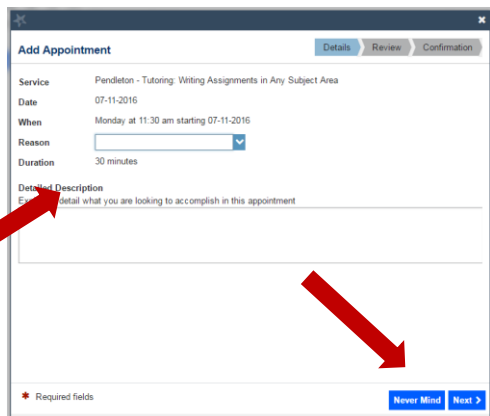
3. Determine your preferred campus, then click the "Schedule Appointment" link beside it.



4. Here, you will be shown a list of available appointment times as well as a calendar tool. Find the date and time that work best for you and click "Sign Up."

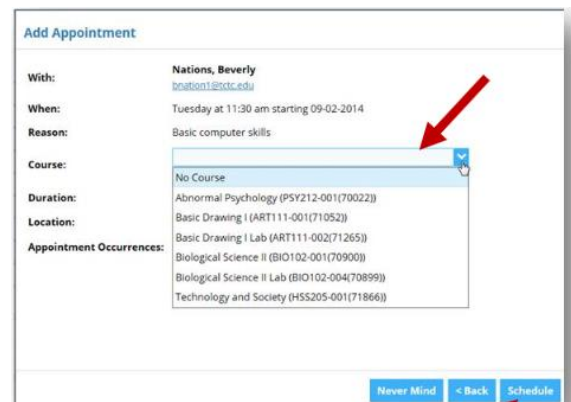


5. A dialogue box will appear asking for a "Reason" for the appointment. Select the option most closely matches your reason. Provide any additional information in the "Description" box. Then, click "Next."



6. On the next page, select the course your assignment is for and verify that the appointment time is correct. You can also verify that you've been matched with an appropriate tutor by reviewing the tutors [HERE](#).

7. Once you've verified the information is correct, click the "Schedule" button.

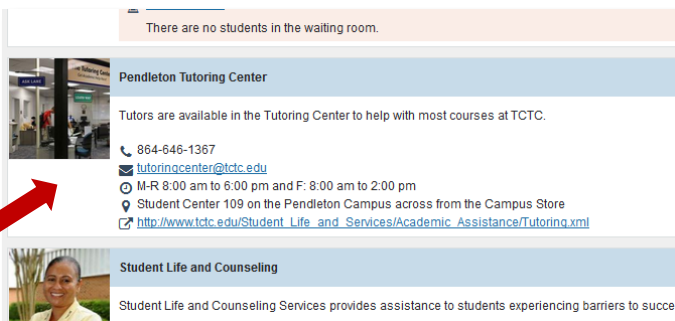


Your name will now appear on the list of available appointments, and Starfish will confirm this appointment on the homepage and via e-mail.

Do you need help with **COMPUTER SKILLS, LEARNING STRATEGIES,** or **A SUBJECT YOU'RE NOT CURRENTLY TAKING A CLASS FOR?** Or, is there a **SPECIFIC TUTOR** you prefer to work with?

If this sounds like you, then there is a third option for scheduling appointments at the Center. Through the "Services" tab at the top of the Starfish page, you can access the list of all tutors available at the center. This option is great for students that need help with college skills, want to review a subject without being enrolled in a course, or have found a tutor that they prefer working with.

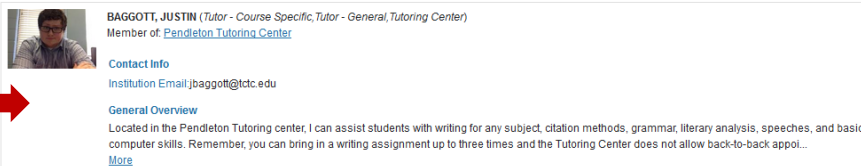
1. Click on the "Services" tab located at the top of the Starfish page.
2. Here you will see a list of services available to students at Tri-County Technical College. Among the list are links for the Pendleton, Anderson, and Easley Tutoring Centers.



3. Click the link for your preferred center and you will be directed to the list of tutors employed at that center. Each tutor profile will contain a brief biography that discusses what the tutor is capable of tutoring, his/her availability, and a "Schedule an Appointment" link. PLEASE NOTE: all tutors have training to prepare them for sessions about college skills.

However, some tutors may be better suited for different subjects. For example, if you're studying for the math portion of the TEAS Test, a math tutor may be better suited to teach study strategies regarding formulas.

Service Members



4. When you've found the tutor you want, click the "Schedule Appointment" link. Unlike the other options, this link will only show that tutor's

schedule. Use the calendar tool to find a day and time that works for you, and then click "Sign Up"

[Schedule Appointment](#)

Office Hours

Office Hours: Thu Jul 21 12:30-4PM
Office Hours: Mon Jul 25 8AM-12PM

5. A dialogue box will appear asking for a "Reason" for the appointment. Select the option most closely matches your reason. Provide any additional information in the "Description" box. Then, click "Next."
6. On the next page, select the course you want to work on or select "No Course" from the list if the session is not directly related to coursework. Then, verify that the appointment time is correct.
7. Once you've verified the information is correct, click the "Schedule" button. Your name will now appear on the list of available appointments and Starfish will confirm this appointment on the homepage and via e-mail.