



Science Enrichment Center Online Session Registration Directions

(Adapted from the Writing Center's "Online Starter Kit")

- 1) Register to reserve sessions through the registration link on the WOnline log in page

<https://wpunj.mywconline.com/>

(Tip: It's a good idea to check all the email boxes as "Yes," so you get all of our reminders.)

ADD A NEW CLIENT

Fill out the form below in order to create a new account on this system. Questions marked with a * are required. Questions marked with a * are required when clients (non-administrators) are creating an account, but are optional when administrators are creating an account (such as when creating an account using this tool).

Email Address *

First Name * Last Name *

855 number *

Class standing *

-- please select --

Major

Password *

Ten Characters Minimum

Notify client? ☐ ☒

CREATE ACCOUNT CANCEL

- 2) Once you are registered, return to the WOnline login page and sign in with your WPU email and password and select the Center.

- 3) Alternatively, after you log in, go to the Science Enrichment Center Schedule in the drop down (next to the week's date) and reserve an appointment. If you want to narrow your search to a course, go to the drop down menu next to "Limit to" and select your course.

- 4) Each mentor is listed separately and color-coded. Purple/Dark Blue means closed/off-duty. Blue and red is booked. White is available.

WELCOME, SEAN ▾										
SCHEDULE February 1 – February 7 Spring 2019										
◀ PREV WEEK CURRENT WEEK NEXT WEEK ▶										
HELP?										
Feb. 1: FRIDAY	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	6:00pm	7:00pm
Melissa										
TaTyana										
Valerie										
Feb. 4: MONDAY	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	6:00pm	7:00pm
Aminah										
Davia										
Geneva										
Face-to-face or Online										
Melissa										
Miranda										
Morgan										
Paul										
Sean K										
Feb. 5: TUESDAY	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	6:00pm	7:00pm
Aminah										

5). Choose a mentor and click on a white (available) time slot for them. If the group is full, you can start a new group or go on the waiting list if it is enabled. (We'll try to find something that works for you if there is a large demand.)

Geneva 							
Face-to-face or Online							

6). A reservation box will open up.

You can read the short bio for your mentor to see if they are a good fit for you.

7). If you would like the mentor to see content for your assignment, attach it to your appointment. Then check "Yes - Schedule an Online Appointment" or "No, Meet face-toface at the center" if that option is available.

Fill in the rest of the information and click "Save Appointment" to confirm your appointment. Once you are booked, your session box should change color to red.

8). At least Five minutes before your session starts, click back into it and go to the link, located in the mentor's box. This link will either go to Blackboard Collaborate or Zoom. **DO NOT GO TO THE START OR JOIN LINK IN THE SECOND BOX.** Have your assignment ready.


Client
Tracey Pletz

Appointment Date
Monday, June 17, 2019
4:15pm to 5:00pm

Staff or Resource
Geneva

ONLINE
CREATED: Jun. 17, 2019 1:05pm by Geneva Fucci

Post-Session Client Report Forms
[Add New](#) or [View Existing](#)



Geneva: My pronouns are she/her/hers and they/them/their. Like some students, I didn't always like writing, or feel that I was actually good at it. Over time I learned that my writing is never good or bad, but instead my writing enables my ideas to grow and change as I revise across drafts. I hope to help you along your own writing journey.

One of my favorite things is to watch writers begin to believe in themselves as a strong writer. I received both my BA in English Literature and my MA in Writing here at William Paterson. When I'm not teaching and being a writing consultant, I love to keep myself up to date with research across different disciplines. I personally love research in the health science fields and social justice fields.

I can help with: First year writing, creative writing (especially prose), citation (both MLA and APA), literature analysis, idea expansion, and brainstorming. I also love working with writers who speak more than one language and writers with differing needs.

MEET ONLINE? ONLINE

If you choose an online appointment, log back in to this website approximately five to ten minutes before the start of your appointment. Then, open this appointment and click "Start or Join Online Consultation."

START OR JOIN ONLINE CONSULTATION

Course (e.g. ENG 1500)


What would you like to work on?

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

[CLOSE WINDOW](#) [EDIT APPOINTMENT](#) [CANCEL APPOINTMENT](#)

Email client notice of cancellation? ☐

APPOINTMENT LIMITS: Appointments must be between 30 minutes and 1 hour in length.



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Meet Online?

☐ No. Meet **face-to-face** at the center.

☒ Yes. Schedule **Online** appointment.

If you choose an online appointment, log back in to this website approximately five to ten minutes before the start of your appointment. Then, open this appointment and click "Start or Join Online Consultation."




Questions marked with a * 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.)

Course (e.g. ENG 1500) *

What would you like to work on? *

-- please select --

☐ 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	Document Title	Notify Client? 
Choose File no file...lected		<input type="radio"/> No
File #2	Document Title	Notify Client? 
Choose File no file...lected		<input type="radio"/> No
File #3	Document Title	Notify Client? 
Choose File no file...lected		<input type="radio"/> No

ADMINISTRATIVE OPTIONS

Walk-in/Drop-In ☐ | Missed ☐ | Placeholder ☒ | Email Client? ☒

[CREATE APPOINTMENT](#) [CLOSE WINDOW](#)

9). If a conflict develops and you can't meet—please cancel online at least two hours ahead of time. (If you "no show" for a session, it adversely affects other students and you may lose access to the system.)

Now, your session will begin!

Note: It is highly recommended that you use your microphone and camera to enable an active discussion with your mentor.

Edited 7/6/20