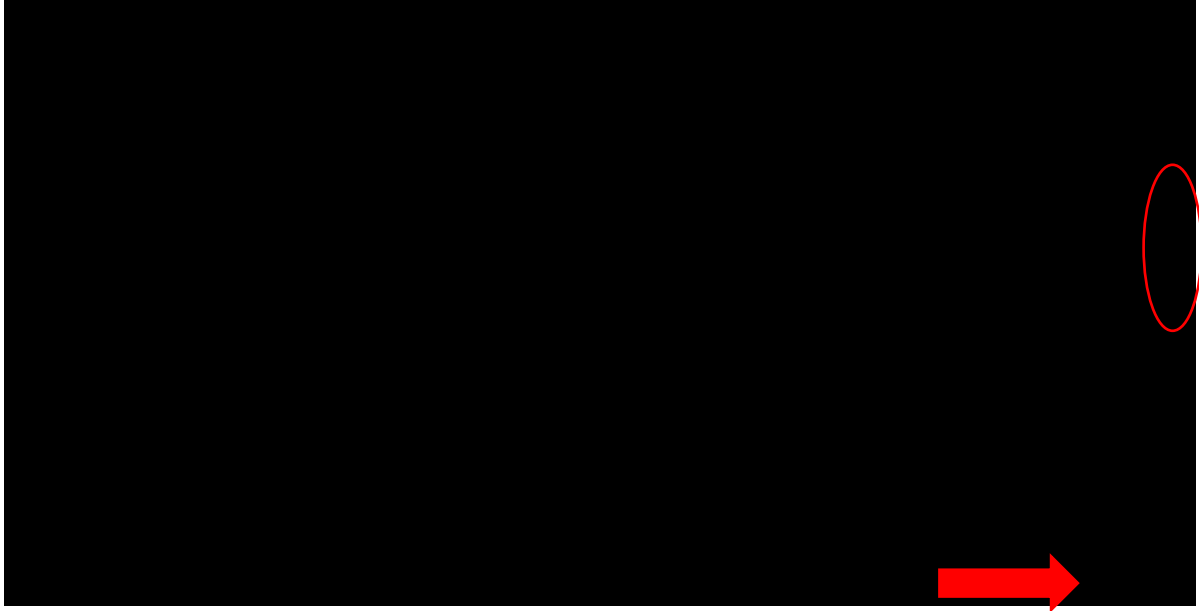
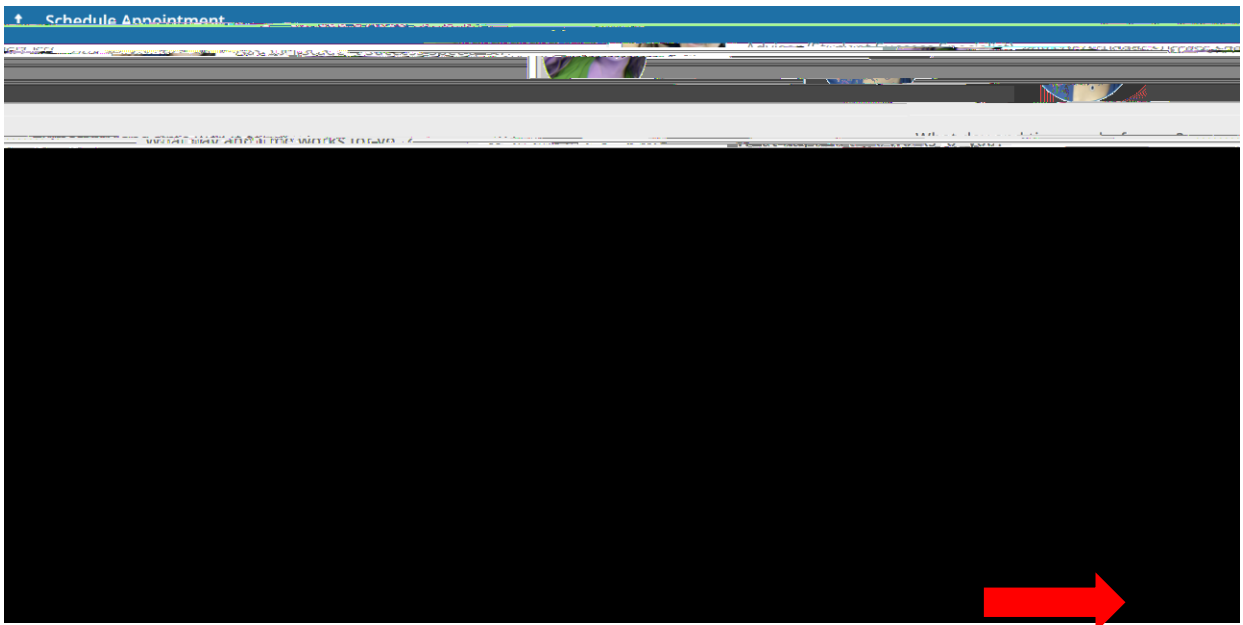


# How to Sign up for

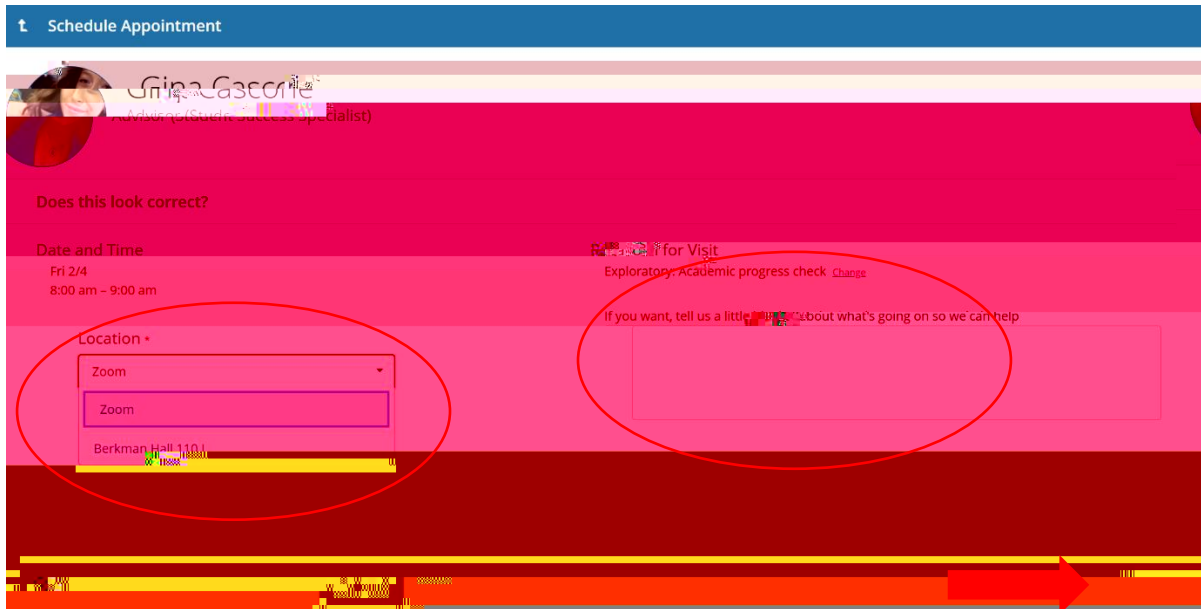
4. Once you click 'Schedule', you will be prompted to answer a few questions regarding what type of support you are seeking from your advisor. Some services have multiple options to choose from. Select the appropriate responses and then click 'Continue'.



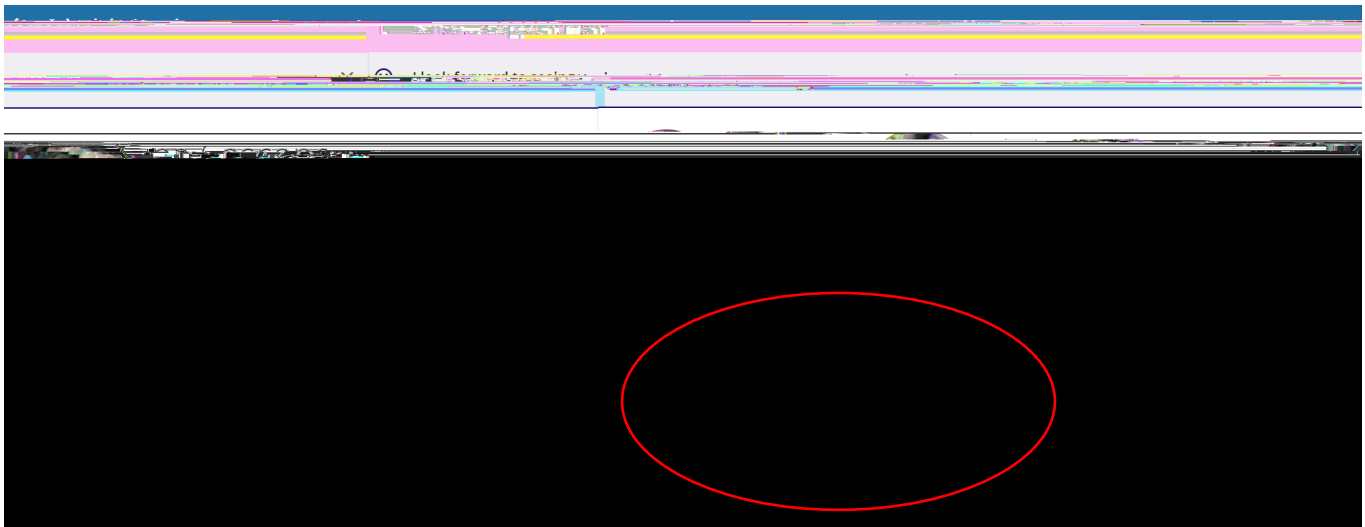
5. You will be directed to your advisor's calendar. Your advisor may have a variety of appointment times and locations available. Select the day/time that works best for you. Then, click 'Continue'.



6. If your advisor has multiple appointment locations (e.g., Berkman Hall, Zoom), you will need to select your preferred location. To do this, click the drop-down arrow under 'Location'. In the text box on the right side, you are able to add more information about why you are scheduling the appointment. Then, click 'Confirm'.



7. That's it! You will receive a confirmation email with the time and location. The final page allows you to make a change to the appointment and view upcoming ones, if needed.



**\*Contact CSU Starfish support with any Starfish-related questions at: [starfishsupport@csuohio.edu](mailto:starfishsupport@csuohio.edu)**