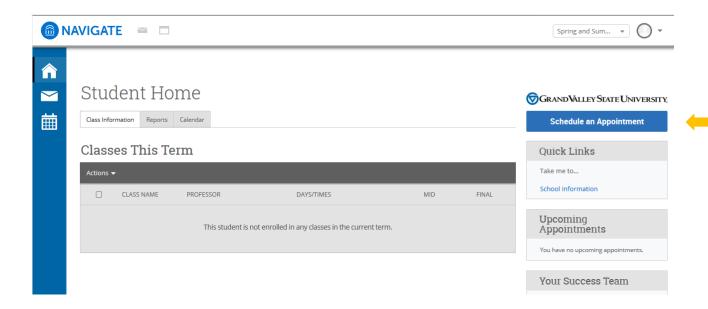
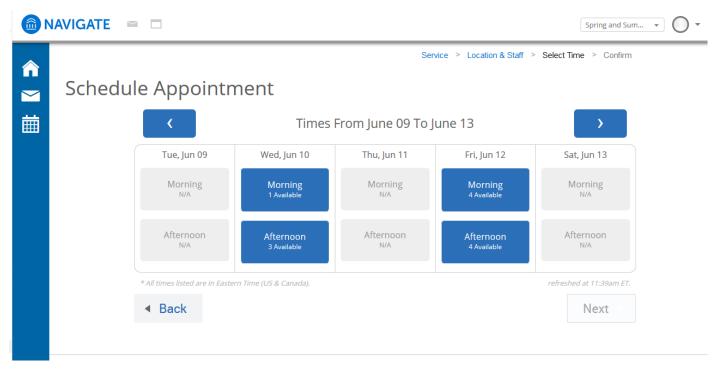
## How to Setup an Appointment with Seidman Undergraduate Programs

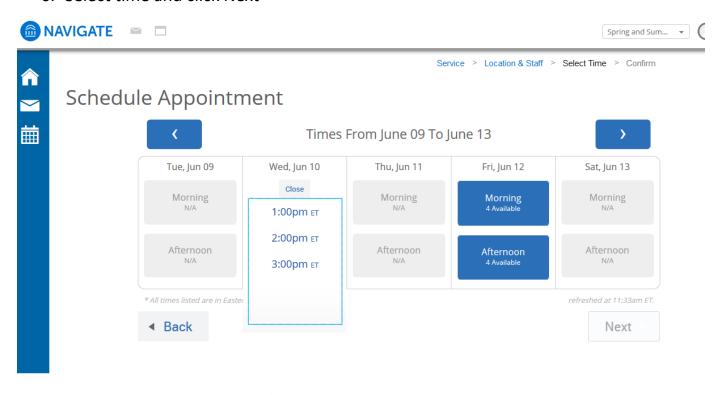
- 1. Log in using your Network ID: Example doeja
- 2. Click on Schedule an Appointment button
- 3. Select Academic Advising as the Care Unit
- 4. Select the Appointment Center Location:
  - a. Seidman College of Business (Phone) or
  - b. Seidman College of Business (Video)



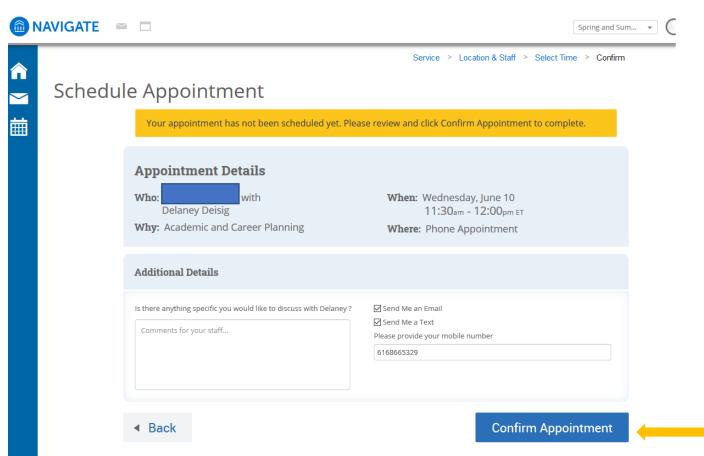
5. Select date you want and click Next

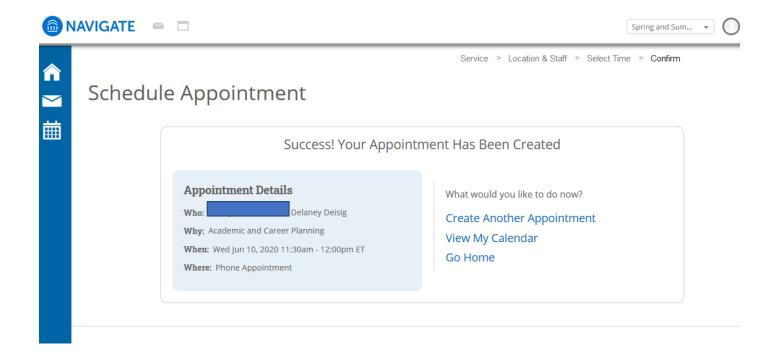


## 6. Select time and click Next

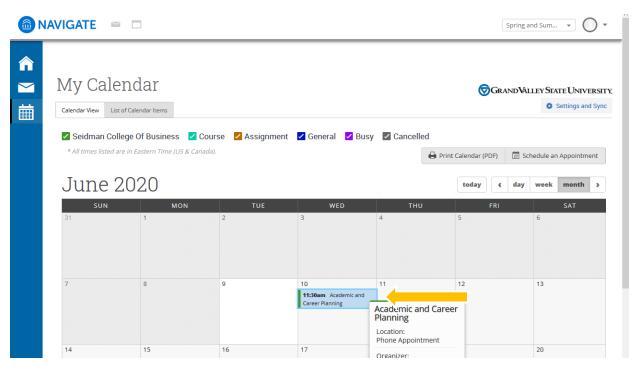


## 7. Review & click Confirm Appointment

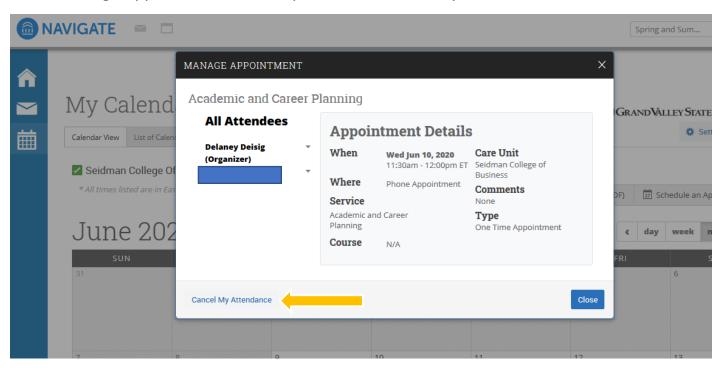




## Need to Cancel an Appointment? Go to View my Calendar and click on the appointment.



1. Manage Appointment comes up... click on Cancel My Attendance at the bottom left.



2. Select a Reason and them click on Mark as Cancelled.

