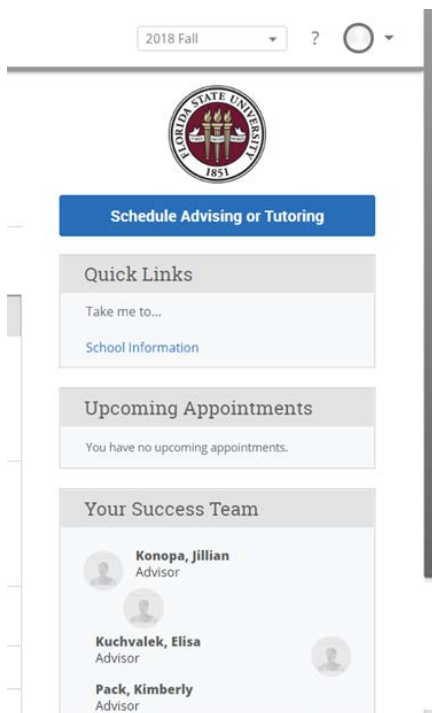


## How to Request an Advising Appointment for Computer Science Advising:

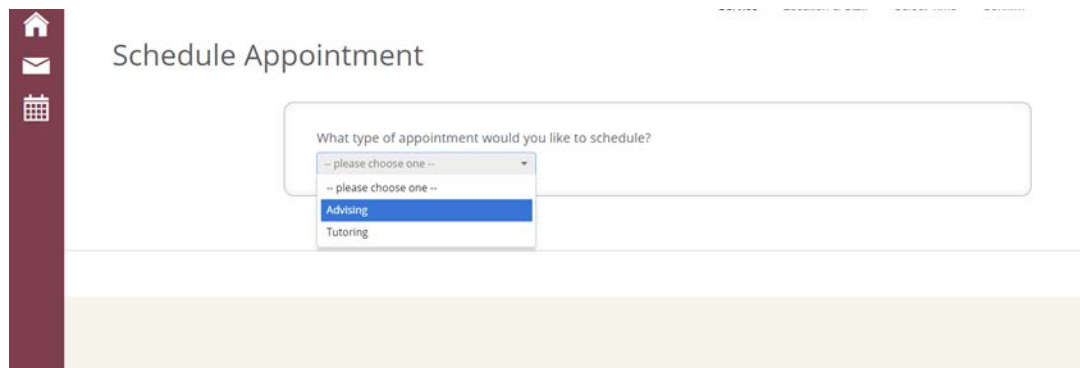
Step 1: Login to my.fsu.edu and, on the left side of the page, select the CC icon:



Step 2: On the right side of the screen, select “Get Advising: Select Sites”:

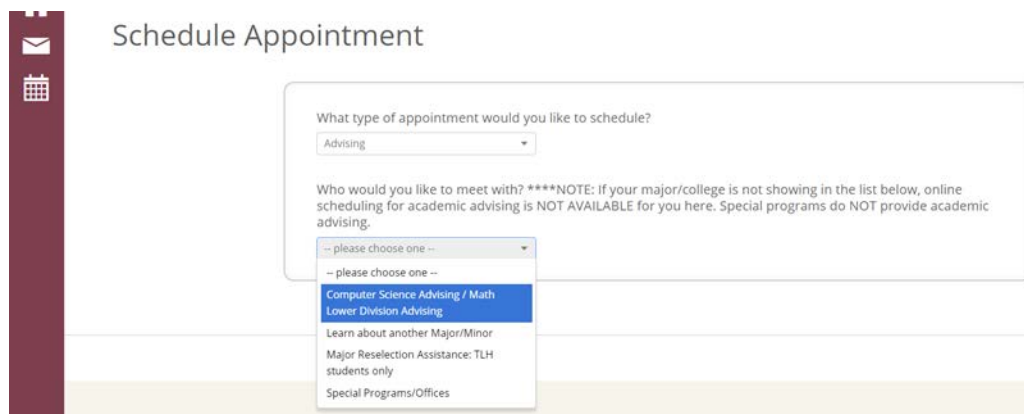


### Step 3: Select "Advising":



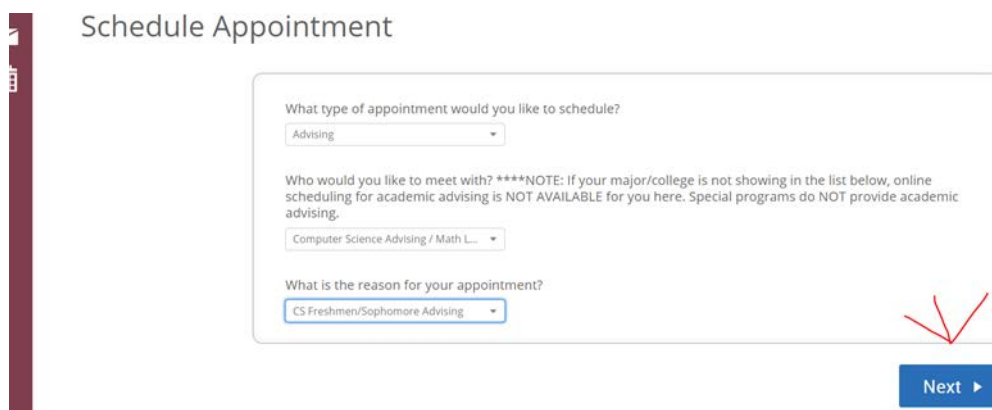
The screenshot shows the 'Schedule Appointment' page. On the left is a dark red sidebar with icons for a home, envelope, and calendar. The main content area has a light beige background. A white box contains the text 'What type of appointment would you like to schedule?'. Below this text is a dropdown menu that is open, showing three options: '-- please choose one --', '-- please choose one --', and 'Advising' (which is highlighted in blue). Below 'Advising' is the option 'Tutoring'.

### Step 4: Select Computer Science Advising/Math Lower Division Advising



The screenshot shows the 'Schedule Appointment' page. The first dropdown menu is now closed and shows 'Advising'. Below it is a text box with the question 'Who would you like to meet with? \*\*\*\*NOTE: If your major/college is not showing in the list below, online scheduling for academic advising is NOT AVAILABLE for you here. Special programs do NOT provide academic advising.' Below this text box is a second dropdown menu that is open, showing five options: '-- please choose one --', '-- please choose one --', 'Computer Science Advising / Math Lower Division Advising' (highlighted in blue), 'Learn about another Major/Minor', and 'Major Reselection Assistance: TLH students only'. Below this list is the option 'Special Programs/Offices'.

### Step 5: Select a reason and select "Next":



The screenshot shows the 'Schedule Appointment' page. The second dropdown menu is now closed and shows 'Computer Science Advising / Math L...'. Below it is a text box with the question 'What is the reason for your appointment?'. Below this text box is a third dropdown menu that is open, showing two options: 'CS Freshmen/Sophomore Advising' (highlighted in blue) and another option that is partially visible. Below the third dropdown menu is a blue button with the text 'Next' and a right-pointing arrow. A red arrow points from the bottom right of the form area to the 'Next' button.

**Step 6: Select the location to be “Computer Science Advising/Math Lower Division Advising” and your advisor (Lauren Higbee for Upper Division and Casey Yorks for Lower Division), then select “Next”:**

Schedule Appointment

Which location would you like to visit?  
Computer Science Advising / Math L... ▾

Which advisor would you like to schedule with? If you do not have a preference, click next.  
O'Donnell, Amy

◀ Back Next ▶

**Step 7: Select the date, select the time, and then select “Next”:**

Schedule Appointment

◀ Times From September 21 To September 25 ▶

Fri, Sep 21	Sat, Sep 22	Sun, Sep 23	Mon, Sep 24	Tue, Sep 25
Morning N/A	Morning N/A	Morning N/A	Morning 4 Available	Morning 1 Available
Afternoon N/A	Afternoon N/A	Afternoon N/A	Afternoon N/A	Afternoon N/A

Drop In hours vary by site. Please click on the link for more information. [View Drop-in Times](#)

◀ Back Next

**Step 8: Put in comments describing what you need to discuss and confirm the appointment!**

NAME: JESSICA SUMMERS-THOMAS  
Amy O'Donnell

Why: CS Freshmen/Sophomore Advising

Where: Computer Science Advising / Math Lower Division Advising

Additional Details My office is located in the Love Building in Room 203-B.

Is there anything specific you would like to discuss with Amy? ☒ Send Me an Email

Comments for your staff...

◀ Back Confirm Appointment