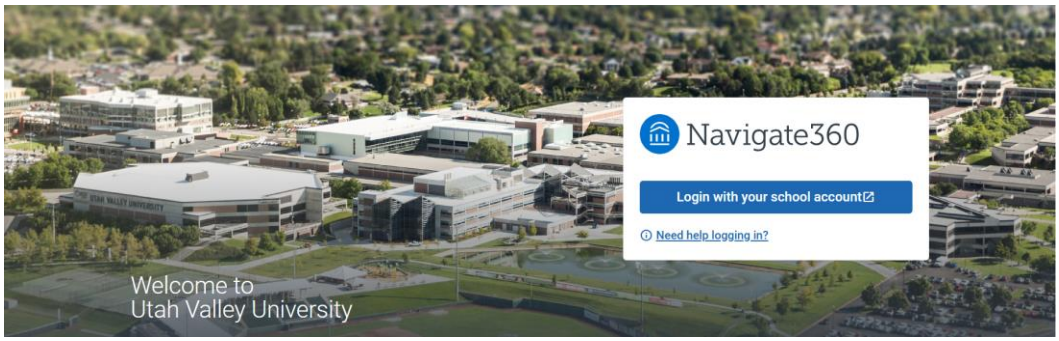
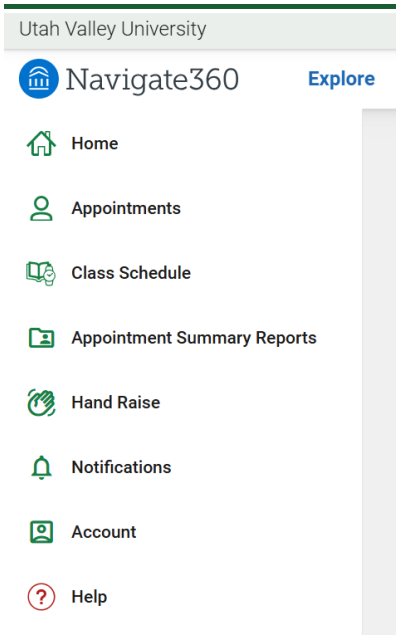
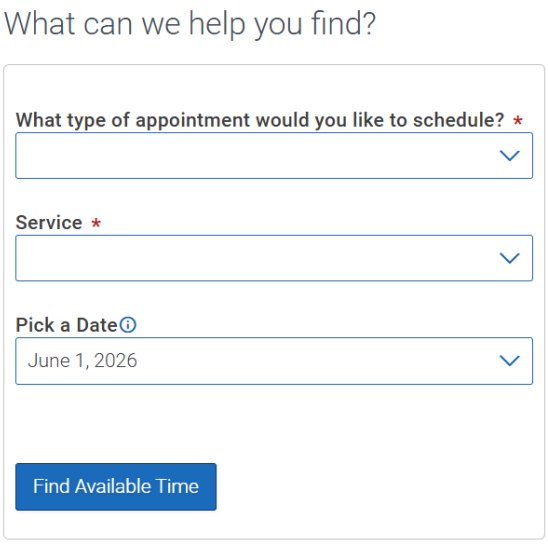
Student How To Schedule in Navigate360

1. Login to Navigate360 using your UVU login information
   a. 

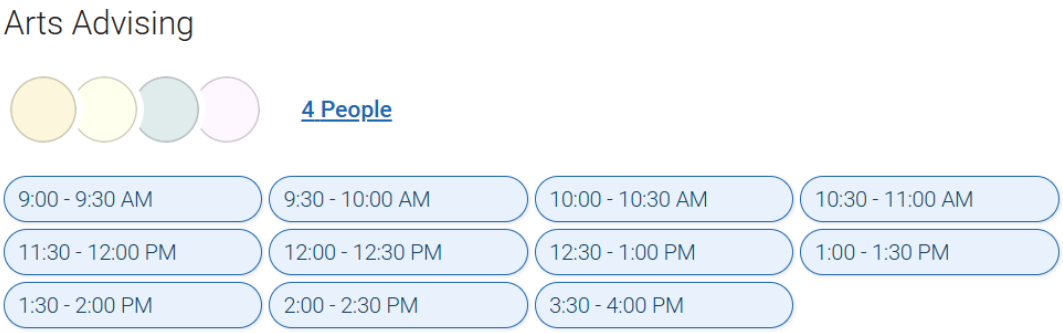
2. Select the green **Appointments** icon from the left navigation menu
   a. 

3. Select the blue **Schedule an Appointment** button
4. Use the filters to select the appointment type and what kind of service you need and select the blue **Find Available Time** button



a.

5. You can further filter by meeting modality (in-person, phone, or virtual), date, and staff member.
6. Once you have applied all relevant filters, scroll down and select a time slot that works for your schedule.



a.

7. Add a comment to let your advisor know what you need help with!
8. Select blue **Schedule** button to schedule the appointment.