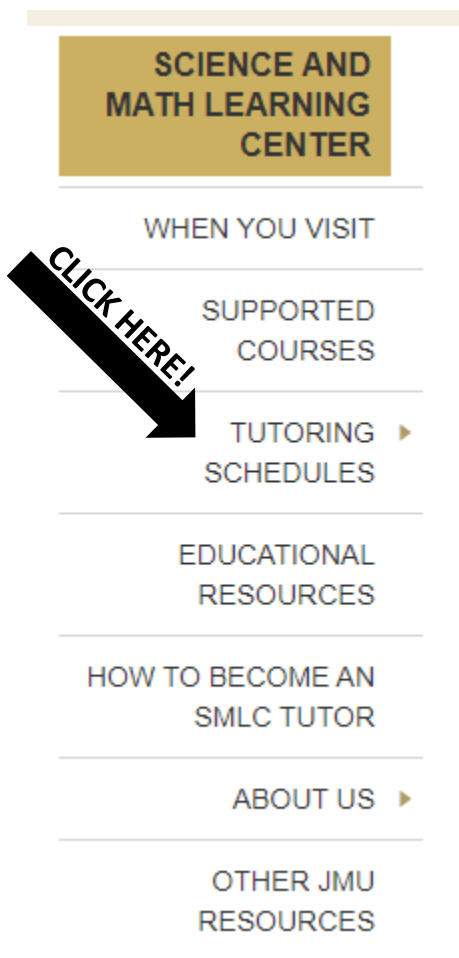# How to access SMLC Synchronous/ZoomTutoring

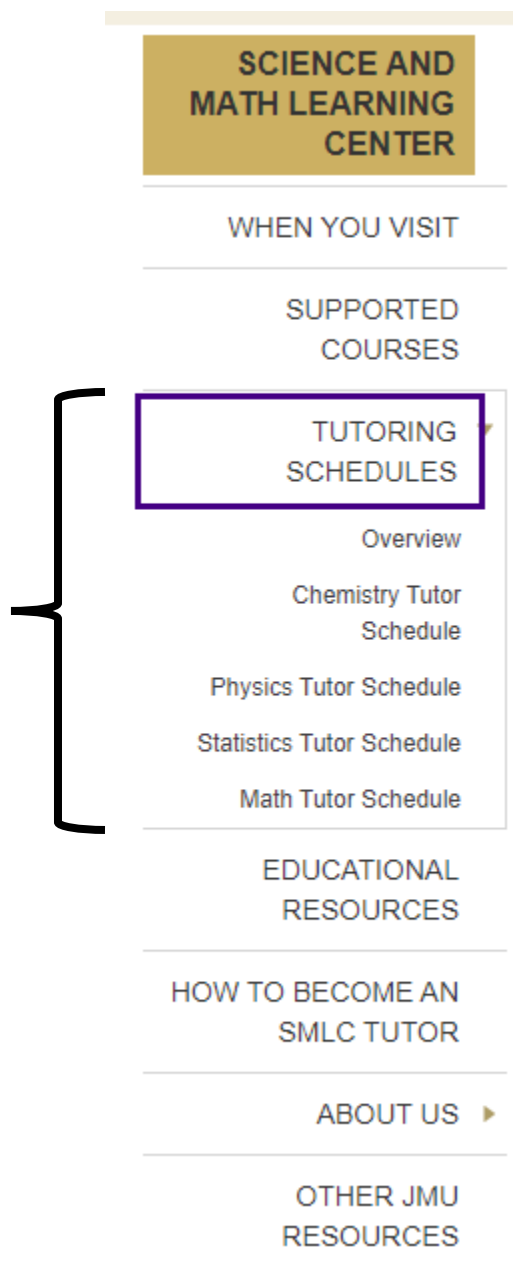1. On your web browser (Chrome, Internet Explorer, Safari, etc.) type in: *jmu.edu/smlc*. This will bring you to the SMLC homepage.

2. If you scroll down to the purple box labeled "**Fall 2022 Announcement**", you'll find the directions for how to access both our in-person and online synchronous services!

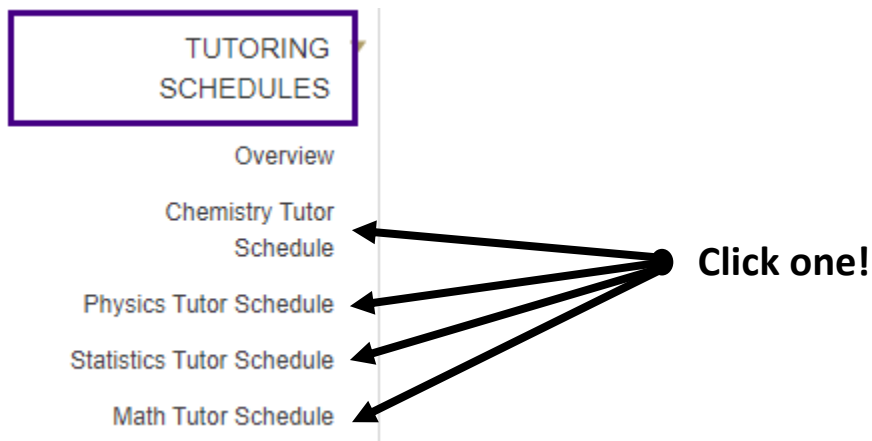For a step-by-step guide with images, go to the next page!

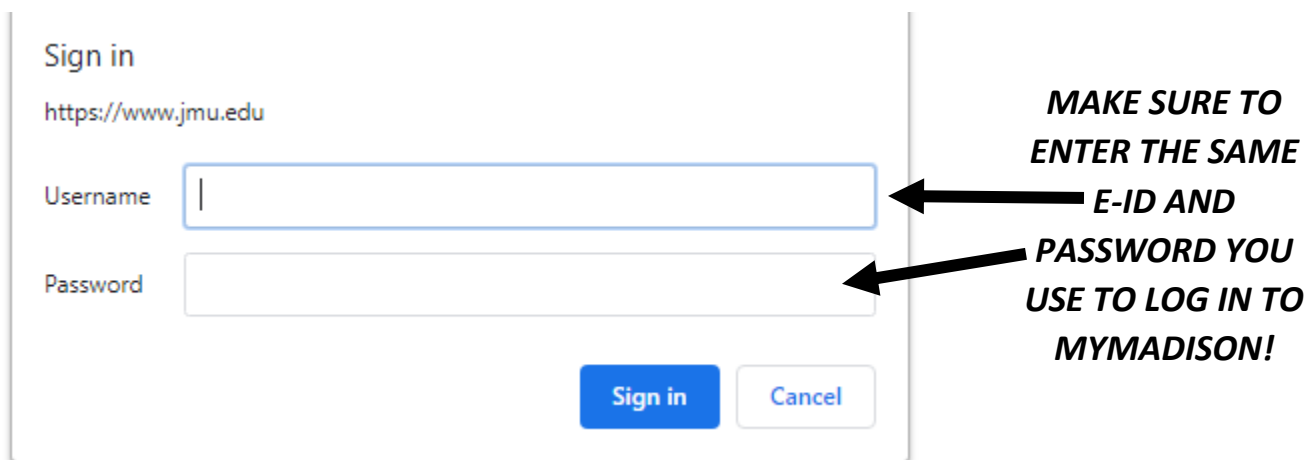3. To access synchronous tutoring, on the *menu on the left*, click "**Tutoring Schedules**"

...And when you click "**Tutoring Schedules**", you'll get a **dropdown list** like this:

SCIENCE AND MATH LEARNING CENTER

WHEN YOU VISIT

CLICK HERE!

SUPPORTED COURSES

TUTORING ▸ SCHEDULES

EDUCATIONAL RESOURCES

HOW TO BECOME AN SMLC TUTOR

ABOUT US ▸

OTHER JMU RESOURCES

SCIENCE AND MATH LEARNING CENTER

WHEN YOU VISIT

SUPPORTED COURSES

TUTORING ▸ SCHEDULES

Overview

Chemistry Tutor Schedule

Physics Tutor Schedule

Statistics Tutor Schedule

Math Tutor Schedule

EDUCATIONAL RESOURCES

HOW TO BECOME AN SMLC TUTOR

ABOUT US ▸

OTHER JMU RESOURCES

4. From the **dropdown list**, click the schedule of the **subject** you need assistance with:

TUTORING
SCHEDULES

Overview

Chemistry Tutor
Schedule

Physics Tutor Schedule

Statistics Tutor Schedule

Math Tutor Schedule

Click one!

5. You will then be asked to enter your **e-ID** and **password** in a box like this (this is for security purposes!):

Sign in

https://www.jmu.edu

Username

Password

Sign in   Cancel

MAKE SURE TO ENTER THE SAME E-ID AND PASSWORD YOU USE TO LOG IN TO MYMADISON!

6. Then you will see the subject's tutoring schedule. Find the **current day and time** on the schedule…you may need to *scroll down* to find the day's schedule! For example, say it is Monday at 1:37pm. Then I will find the Monday schedule and find the timeframe that 1:37 falls in. *No appointments needed - You can drop in and out at any time in the listed windows!*

Find the current day of the week (Monday)…

…and a timeframe for the current time (1:30pm).

	Monday	Wednesday
11am-1pm	Maria	Maria
1pm-2:30pm	Juan	Alex
2:30pm-3:30pm	Juan Jason	Alex Micah
3:30pm-4:30pm	Micah Jason	Joe Michelle
4:30pm-5:30pm	Alex Jason	Michelle Jada
5:30pm-6pm	Grace	Jada
7pm-9pm	Michelle Jordan	Joe Jordan

7. Find *where your time and day of the week intersect* in the chart (shown by bold purple box above). Click the **tutor's name** in that box and follow the prompts to **launch Zoom** (*if you're not already logged in to Zoom, sign in with your Dukes account!*). If there are two tutors' names, you can click either one!

8. Once you are in Zoom, make sure your **microphone is on (and we suggest your camera too)** so you can meet live with the tutor (and possibly other students) to ask questions, work through problems, etc.! *Reminder: tutors are not able to help with quizzes, tests, etc.!*

Still have questions? Email Jenna Guenther at guenthjc@jmu.edu