Instructions for registration and setting up an appointment

**STEP #1**

This URL will take you to the SSO where you use your Multipass credentials: https://bit.ly/32vcAOa

This will only work on Safari and Chrome for Mac’s and PC. Will also work in Explorer but can run slow and have issues.

**STEP #2**

You will not be prompted for DUO authentication.

![Web Application Login](image-url)
STEP #3 – First time users only

Register for a New Account

Fill out the form below in order to create a new account on this system. Once you’ve successfully registered, you’ll be able to log in to the system immediately. Questions marked with a * are required.

Email Address *

First Name *  Last Name *

Telephone Number

Standing *

Graduation Year *

DU ID (On Dori) *

Select I am not a robot and complete your registration

COMPLETE REGISTRATION  CANCEL
Using drop down menu select a schedule

STEP #4

White boxes indicate available times

STEP #5 – Schedule view

Tutors are online and face-to-face
STEP #6 – Creating an appointment

After clicking the white box this screen appears.

Make sure your course is listed for the tutor you have selected.

Not every tutor covers all courses. This is an important step.

Provide your tutor with information regarding the subject matter and have materials ready for appointment.

Using the drop down menu select the course in which you need assistance.

After you have entered all of the information click here to create appointment.
After you click create appointment your time will be reserved and you will receive a confirmation email from your tutor.

If your session is remote the tutor will email you a zoom link.

Any questions please call 412.396.6467 or email Pauline at fediaczkop@duq.edu