

HOW TO SCHEDULE AN APPOINTMENT WITH A LEARNING ASSISTANT

Step One: Register for an NYU Shanghai WOnline Account (If you have an account, go to step two)

1. Go to <https://nyus.mywconline.com>
2. Click “Register for an account” in the upper left corner.

NYU Shanghai ARC

You have successfully logged out of the system.

First visit? Register for an account.
Returning? Log in below.

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AVAILABLE SCHEDULES

- ☒ Writing, Speaking, Academic Coaching F19
- ☐ Business, Economics, IMA - Fall 2019
- ☐ Chinese Language - Fall 2019
- ☐ STEM - Fall 2019

Check box to stay logged in: ☐ ☒

LOG IN

Welcome to the Academic Resource Center (ARC) at NYUSH! To get started, register for an account with your NYU email address by clicking the link to the left. Then, log in and make an appointment.

Writing & Speaking Fellows are available to work on writing, reading, speaking, studying, and listening skills in one-on-one appointments lasting about 45 minutes each. If you are unable to make an appointment, you can also walk in to see if there's an open spot due to a cancellation. You can have a full session if an open time slot allows, or just drop by for a quick question.

STEM, Business, Economics, IMA, and Chinese Language Learning Assistants are available in walk-in group office hours. To meet with them, check schedules in WC Online and then come to the ARC when they are available. You are welcome to stay as long as you like. It's not necessary to have an appointment ahead of time to meet with our STEM, Business, Economics, IMA, and Chinese Language tutors, but the Learning Assistant may ask you to make an appointment upon arrival for ARC record-keeping purposes.

PLEASE READ BELOW TO SEE THE ACADEMIC RESOURCE CENTER EXPECTATIONS, STANDARDS, AND CANCELLATION POLICIES.

Questions? Email shanghai.arc@nyu.edu.

3. Fill out the form to create a new account with your NYU email address.

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 *

@nyu.edu

First Name * **Last Name ***

Graduation Year *

-- please select --

First or Home Language *

-- please select --

Major or Major Interest(s) *

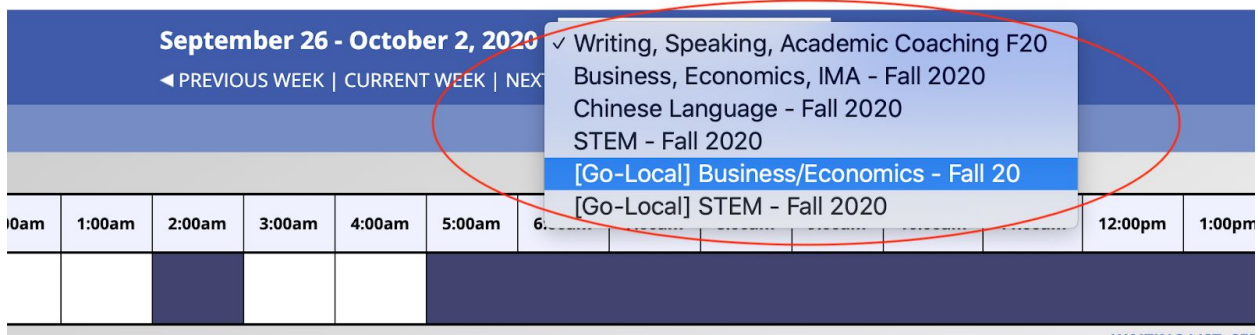
NYU N Number *

I understand that a summary of any appointment I make with a Writing and Speaking Fellow will be sent to relevant faculty. *

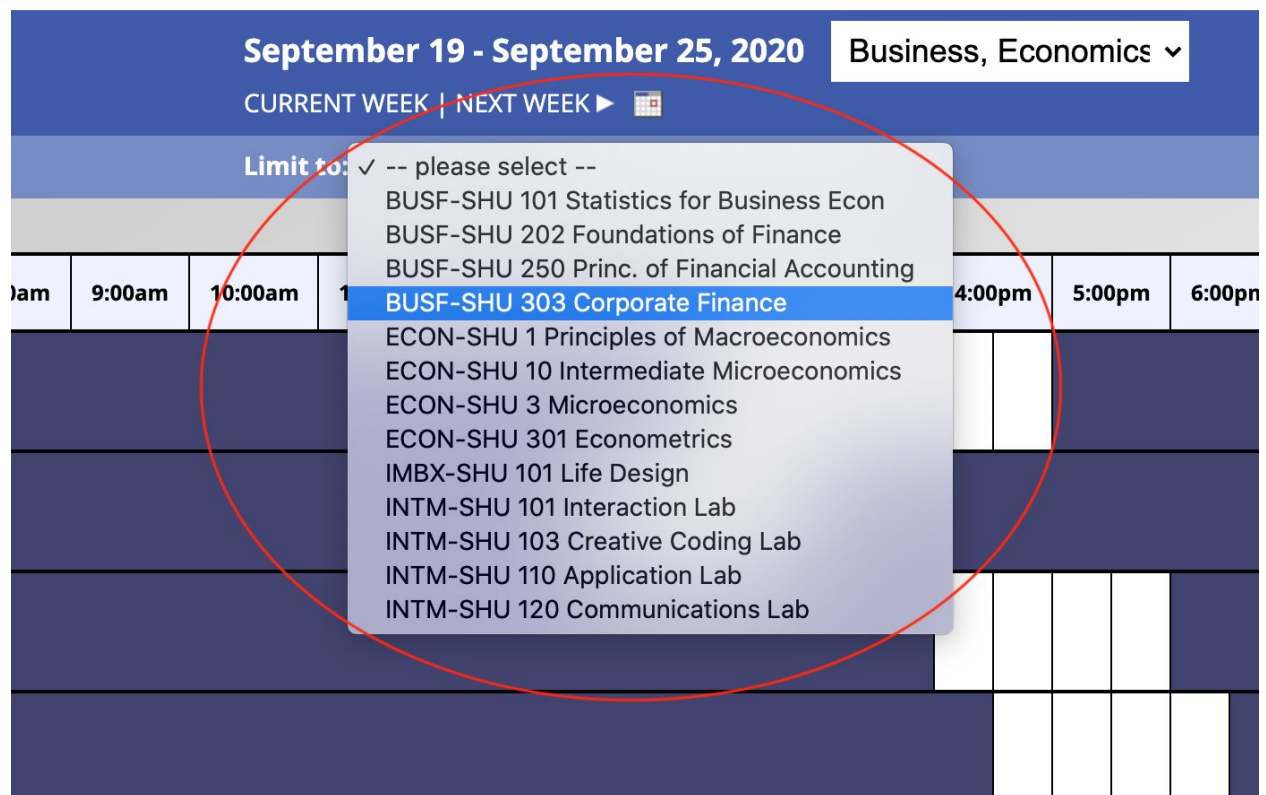
-- please select --

Step Two: Schedule an appointment

1. Go to <http://nyus.mywconline.com>
2. Sign in using your NYU email and password.
3. Select a schedule from the top middle dropdown menu. (**If you are enrolled in a Go-Local class, select [Go-Local] Business/Economics or [Go-Local] STEM)



4. Select your course from the "Limit to" dropdown menu.
Select an NYU Shanghai course:



Select a Go-Local course:

September 21 - September 27, 2020
[Go-Local] Business//

NEXT WEEK

Limit to:

- please select --
- ACCT-UB 1 Principles of Financial Accounting
- BUSF-SHU 101 Statistics for Business and Economics
- ECON-UA 1 Introduction to Macroeconomics
- ECON-UA 10 Interm Microeconomics
- ECON-UB 1 Microeconomics with Algebra
- FINC-UB 2 Foundations of Finance
- FINC-UB 7 Corporate Finance

5. Click on a time slot to create a new appointment. (White = available; Blue = scheduled in-person appointment by other students but you are also welcome to make an appointment at the same slot*; Red = scheduled online appointment by other students but you are also welcome to make an appointment at the same slot*)

***Note:**

- Business, Economics, IMA & STEM allow a maximum of 30 appointments for each time slot. Chinese Language allows 1 appointment only for each time slot.
- You are also welcome to walk-in during Learning Assistants' office hours, though making an appointment beforehand will help them better prepare for the session.

1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	6:00pm	7:00pm	8:00pm	9:00pm

6. Confirm your appointment date, time, as well as whether the appointment is face-to-face or online.

Create New Appointment

Client

To select a different client, begin typing a name or email above and then select from the resulting list.

Appointment Date

Monday, September 21, 2020: 2:30pm ▼ to 3:00pm ▼ [Show REPEAT Options](#)

Staff or Resource

B. [redacted] (Business, Economics, IMA - Fall 2020)

APPOINTMENT LIMITS: Appointments must be between 30 minutes and 1 hour in length.

STAFF/RESOURCE EMAIL: b. [redacted]

[redacted] ese

Meet Online?

☒ No. Meet **face-to-face** at the center.

☐ Yes. Schedule **Online** appointment.

If you choose an online appointment, log back in to this website approximately five to ten minutes before the start of your appointment. Then, open this appointment and click "Start or Join Online Consultation."

Step Three: Arrive in your appointment on time

In-person Appointments:

If you use LA services for an **NYU Shanghai course**:

- STEM/Business/Economics LAs hold office hours in the ARC on the 5th floor in the main academic building;
- IMA LAs hold office hours in the IMA Lab at Room 826 in the main academic building;
- Chinese LAs hold office hours in Chinese clinic at Room 965 in the main academic building.

If you use LA services for a **Go-Local course**:

- All Go-Local LAs hold office hours at Room 28-101 in the Shinmay building.

Online Appointments:

All online appointments are held over Zoom. Please access the Zoom meeting by clicking on the Zoom URL under the LA's bio (see below).

Appointment Date

Tuesday, September 22, 2020: 1:00pm ▼ to 1:30pm ▼

[Show REPEAT Options](#)

Staff or Resource

M [REDACTED] o (STEM - Fall 2020)

APPOINTMENT LIMITS: Appointments must be between 30 minutes and 1 hour in length.

STAFF/RESOURCE EMAIL: r [REDACTED]

LOCATION: 5th Floor, ARC, Main Academic Building

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IM [REDACTED]
ca [REDACTED] TV
shows and reality shows. Feel free to talk to me anytime and about anything.

Please click on this Zoom URL to access [REDACTED] online
appointment: [https://nyu.zoom.us/j/949\[REDACTED\]4](https://nyu.zoom.us/j/949[REDACTED]4)