



The screenshot shows the 'Student Home' page. At the top right, there is a navigation bar with the South Dakota Mines logo and the text 'SOUTH DAKOTA MINES'. Below this, there is a blue button labeled 'Schedule an Appointment'. A blue arrow points to this button from the left. To the left of the button, there are tabs for 'Class Information', 'Reports', and 'Calendar'. Below the navigation bar, there is a section titled 'Classes This Term' with an 'Actions' dropdown menu. To the right of the 'Schedule an Appointment' button, there is a 'Quick Links' section with options like 'Take me to...' and 'School Information'.

Scheduling and Appointment
Click Schedule an Appointment

The screenshot shows the 'New Appointment' form. It has a title 'New Appointment' and a subtitle 'What can we help you find?'. There are three main sections: 'What type of appointment would you like to schedule?' with 'Advising' selected; 'Service' with 'Faculty Academic Advising' selected; and 'Pick a Date' with 'Friday, February 5th 2021' selected. At the bottom, there is a blue button labeled 'Find Available Time'.

Scheduling and Appointment
Select your scheduling options

The screenshot shows three selection options: 'Staff' with a search box containing 'Search by name'; 'Location' with 'Departmental Buildings' selected and a search box containing 'Search by name'; and 'Course' with a search box containing 'Select course'. Each option has a dropdown arrow on the right.

Scheduling and Appointment
Select Departmental Buildings as the location and
the staff member if applicable

Click Next



Departmental Buildings

21 People

[View individual availabilities](#)

Mon, Feb 8th

- 8:00 - 8:30 AM
- 8:30 - 9:00 AM
- 9:00 - 9:30 AM
- 9:30 - 10:00 AM
- 10:00 - 10:30 AM
- 10:30 - 11:00 AM
- 11:00 - 11:30 AM
- 11:30 - 12:00 PM
- 12:00 - 12:30 PM
- 12:30 - 1:00 PM
- 1:00 - 1:30 PM
- 1:30 - 2:00 PM
- 2:00 - 2:30 PM
- 2:30 - 3:00 PM
- 3:00 - 3:30 PM
- 3:30 - 4:00 PM
- 4:00 - 4:30 PM
- 4:30 - 5:00 PM

Show less ^

Tue, Feb 9th

- 8:00 - 8:30 AM
- 8:30 - 9:00 AM
- 9:00 - 9:30 AM
- 9:30 - 10:00 AM
- 10:00 - 10:30 AM
- 10:30 - 11:00 AM
- 11:00 - 11:30 AM
- 11:30 - 12:00 PM
- 12:00 - 12:30 PM
- 12:30 - 1:00 PM
- 1:00 - 1:30 PM
- 1:30 - 2:00 PM
- 2:00 - 2:30 PM
- 2:30 - 3:00 PM
- 3:00 - 3:30 PM

Show more v

Wed, Feb 10th

- 8:00 - 8:30 AM
- 8:30 - 9:00 AM
- 9:00 - 9:30 AM
- 9:30 - 10:00 AM
- 10:00 - 10:30 AM
- 10:30 - 11:00 AM
- 11:00 - 11:30 AM
- 11:30 - 12:00 PM
- 12:00 - 12:30 PM
- 12:30 - 1:00 PM
- 1:00 - 1:30 PM
- 1:30 - 2:00 PM
- 2:00 - 2:30 PM
- 2:30 - 3:00 PM
- 3:00 - 3:30 PM

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Thu, Feb 11th

Scheduling and Appointment

All appointment availabilities will populate

Select a day and time

Click "Show More" if you need to see additional available days/times



Would you like to share anything else?

Add your comments here

Email Reminder
Reminder will be sent to [redacted]@mines.sdsmt.edu

Text Message Reminder

Phone Number for Text Reminder
[redacted]
2177256182

Confirm Your Appointment

Include any information you wish to discuss (optional)

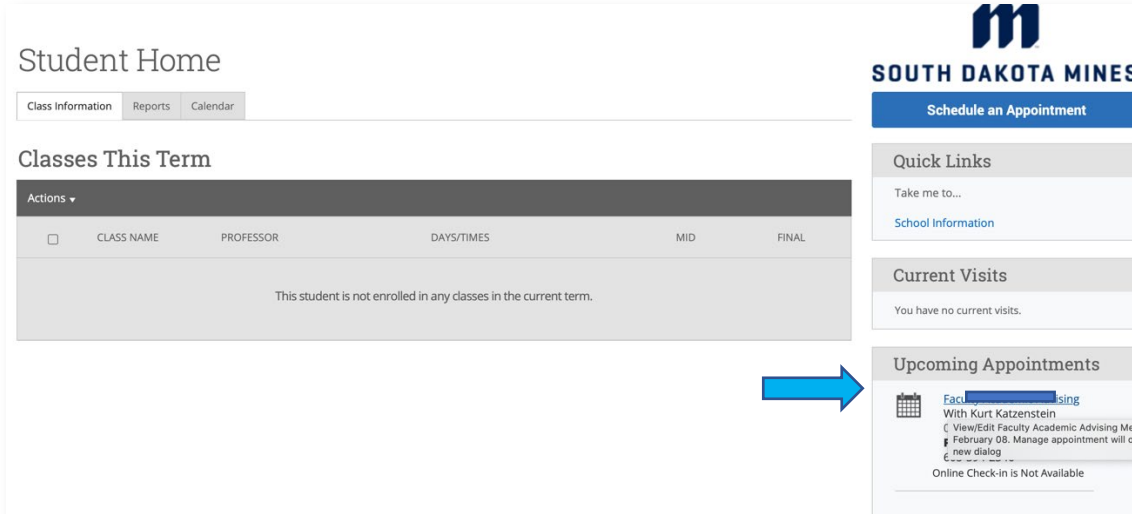
Click "Schedule"

Review Appointment Details and Confirm

What type of appointment would you like to schedule? Advising	Service Faculty Academic Advising
Date 02/08/2021	Time 8:30 AM - 9:00 AM
Location Departmental Buildings	
Staff [redacted]	
URL / Phone Number [redacted]	

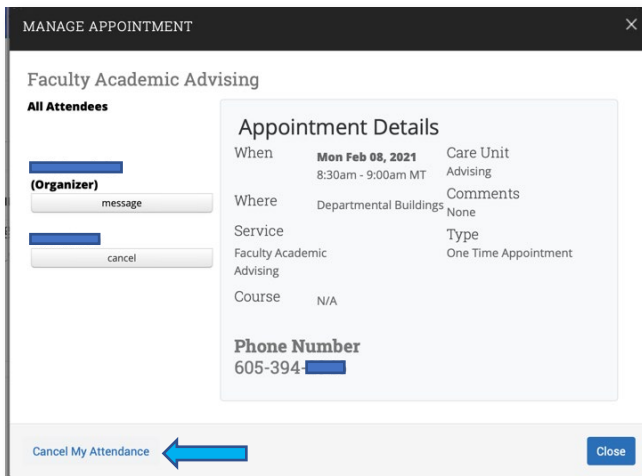
Review and Confirm

Review your appointment details and click "Confirm Appointment"

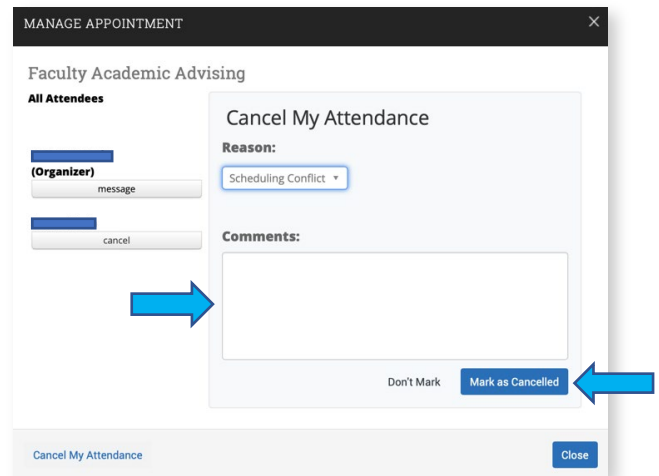


Cancel Your Appointment

Click the appointment you want to cancel in your Upcoming Appointments list



Cancel Your Appointment
Click "Cancel My Attendance"



Cancel Your Appointment
Select a reason for the cancellation (optional) and click "Mark as Cancelled"