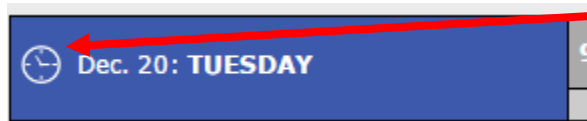


Wait list FAQs

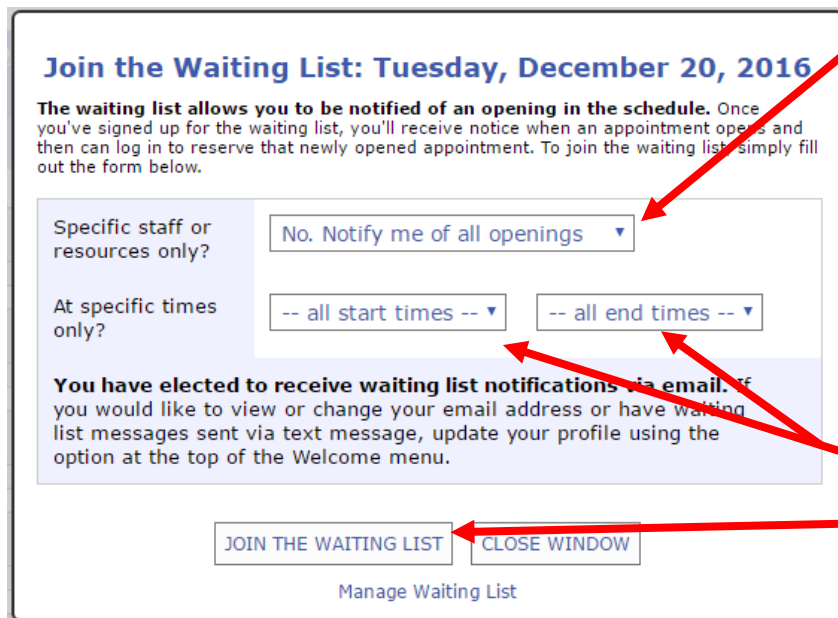
What is the waitlist?

The waitlist is a way for you to be notified when an appointment is available when the Writing Hub appointment schedule is full for a particular day or time. You can sign up for the waitlist for the day and time that works for you and you will be notified by email or text.

How do I sign up for the waitlist?



Once logged into WOnline, click the small clock icon next to the day you are looking for an appointment.

A screenshot of the 'Join the Waiting List' form for Tuesday, December 20, 2016. The form includes a dropdown menu for 'Specific staff or resources only?' with the option 'No. Notify me of all openings'. Below that are two dropdown menus for 'At specific times only?' labeled '-- all start times --' and '-- all end times --'. At the bottom of the form are two buttons: 'JOIN THE WAITING LIST' and 'CLOSE WINDOW'. A link 'Manage Waiting List' is located below the buttons.

Specify a tutor, or choose to be notified for the next available appointment

Choose the time range in which you would like to have an appointment

Save by clicking "JOIN THE WAITING LIST"

What do I do after I get a notification of an open appointment?

Once you receive the notification, log onto WOnline and make an appointment.

SCHEDULE **September 1 - September 7** Writing Tutoring

◀ PREV WEEK | CURRENT WEEK | NEXT WEEK ▶


Choose a day or week

Enter appointment details

Barbara He

Fill out the form below in order to save this appointment. Questions marked with a * are required.

Location: Geisel Library, Lower Level West



Bio/Information:
Barbara is a second-year student in Thurgood Marshall College, majoring in computer science. Though writing courses are not required for her major, she still finds writing to be very useful and enjoys taking them to fulfill her humanities GE. Barbara possesses mentor experience from working as an instructor at an all-girls summer tech camp and is involved with several organizations on campus. Aside from writing, Barbara enjoys going to the beach, hiking, taking Rec Classes, and catching up with friends. She is very open-minded and will help with any genre of writing.

Appointment Limits: Appointments must be between 0 hours and 30 minutes in length.

Time: Friday, October 07: 3:30pm to 4:00pm

Client: Reyes, Rosalyn (rreyes@ucsd.edu)

Course Code (e.g. WARR 189, VIS 84, BIMM 101) or Workshop Title: *

Instructor : *

What is the assignment or writing task you're working on? *

What concerns do you have about your current writing project? Select all that apply.:

- Unsure
- Workshop
- Understanding Assignment
- Brainstorming
- Addressing Prompt
- Outlining
- Thesis/Claim
- Introduction
- Organization/Structure

Read the tutor's bio and get to know who they are before you come in!

Choose appointment time length, if applicable

Identify the class and the assignment

Provide details to help your tutor know what you will want to work on

Scroll down and click **Save Appointment**

Why was I notified of an opening only to find the time slot already booked?

If you are notified of an opening but find it already filled when you log in to WOnline, this means another student has booked an appointment after the time slot became free. You will remain on the wait list for the day, however, and be notified if any other appointments become available.

Can I be on more than one waitlist during the week?

Yes. There is no limit to how many times you are allowed to sign up for the waitlist. Standard Writing Hub limits on the number of appointments you can have per week, however, do apply.