CCSE Undergraduate Advising

Step-by-step Instructions:

Scheduling an Advising Appointment

(NOTE: THESE INSTRUCTIONS ARE INTENDED FOR COMPUTER SCIENCE, COMPUTER GAME DESIGN & DEVELOPMENT, DATA SCIENCE & ANALYTICS, INFORMATION TECHNOLOGY, AND SOFTWARE ENGINEERING MAJOR/MINOR STUDENTS ONLY)

Step 1

Log in to EAB Navigate with your NetID and password. You can also get to this link on Owl Express under the 'Student Services' menu.
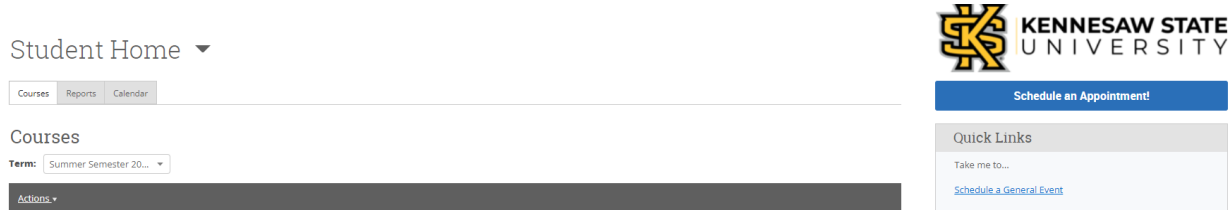
Step 2

Click on the blue 'Schedule an appointment!' button on the right hand side of the screen.

Student Home ▾

Courses | Reports | Calendar

Courses

Term: Summer Semester 20... ▾

Actions ▾

KENNESAW STATE UNIVERSITY

Schedule an Appointment!

Quick Links

Take me to...

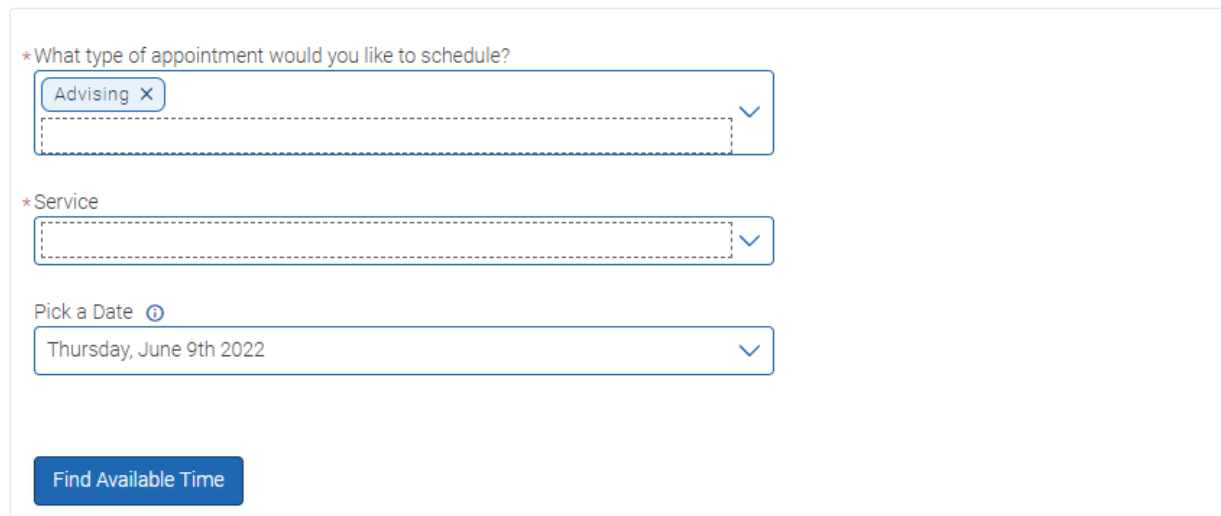Schedule a General Event

Step 3

Click/tap on the first drop-down box and select 'Advising'.

‹ Go Back | Dashboard

New Appointment

What can we help you find?

Below, you will find available options for scheduling an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for dropping in or requesting an appointment.

* What type of appointment would you like to schedule?

Advising ✕

* Service

Pick a Date ⓘ

Thursday, June 9th 2022

Find Available Time

Step 4

Click/tap on the second drop-down box named 'Service' and scroll to 'Computing & Software Engineering Advising'. Select the alphabet set to which the **first letter of your last name belongs**.

Step 5

Pick a date you'd like to schedule an appointment on, then click the 'Find Available Time' button.

Step 6

Click on the 30-minute appointment time slot you would like to schedule for your appointment.

Marietta - Atrium, Room 266

College of Computing and Software Engineering Advising

View Drop-in Times

DB LT   2 People

View individual availabilities

Tue, Jun 21st

(9:00 - 9:30 AM) (10:00 - 10:30 AM) (10:30 - 11:00 AM) (2:00 - 2:30 PM) (2:30 - 3:00 PM) (3:00 - 3:30 PM) (3:30 - 4:00 PM)

Wed, Jun 22nd

(9:00 - 9:30 AM) (9:30 - 10:00 AM) (11:30 - 12:00 PM)

Thu, Jun 23rd

(9:00 - 9:30 AM) (9:30 - 10:00 AM) (10:00 - 10:30 AM) (11:30 - 12:00 PM) (3:00 - 3:30 PM) (3:30 - 4:00 PM)

Step 7

Review the date, time and location information, then click on the first drop-down box that asks 'How would you like to meet?'. Select the modality with which you would like to conduct your appointment, **read the appointment**

details message that the advisor has put for important instructions, and leave a comment about what you would like us to know in preparation of your advising appointment (e.g. areas of concern, pronouns, registration issues, a hold, etc).

Date
06/28/2022

Location
Marietta - Atrium, Room 266
College of Computing and Software Engineering Advising

Staff
Aaron Parker

Details
There is a 10-minute grace period for appointments. After such, you will need to reschedule as I have a full schedule each day. If you need to contact me about the appointment, please email or call at:

Aaron Parker- *aparke33@kennesaw.ed or 470-578-6137.*

* How would you like to meet?

In-person ✕

You are seeing the meeting types available for this time slot.

Would you like to share anything else?

Plan to graduate in 2-3 semesters. She/her pronouns.

Email Reminder ☐

Text Message Reminder ☐

Schedule

Step 8

Make sure you select 'Email Reminder', ESPECIALLY if you are scheduling an appointment a couple weeks in advance. Click the blue 'Schedule' button, and then all you need to do is attend your appointment!

We look forward to talking with you!

Need help now? Email us at [ccseadvising@kennesaw.edu.](mailto:ccseadvising@kennesaw.edu)

If you are NOT a COMPUTER SCIENCE, COMPUTER GAME DESIGN & DEVELOPMENT, DATA SCIENCE & ANALYTICS, INFORMATION TECHNOLOGY, AND SOFTWARE ENGINEERING MAJOR/MINOR STUDENT then find your assigned advisor at [https://advising.kennesaw.edu/who.php.](https://advising.kennesaw.edu/who.php)