WALTERS STATE
COMMUNITY COLLEGE

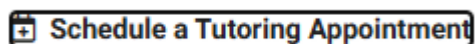# How to Schedule an Appointment with TracCloud

Step 1: Scan the QR code or click on the following link to go to your personalized dashboard:
[TracCloud](http://tutortrac.ws.edu/) http://tutortrac.ws.edu/

Hello, *Your Name!* Welcome to Tutoring!

Step 2: Click on the "Scheduling a Tutoring Appointment" box.

⊞ Schedule a Tutoring Appointment

Step 3: Choose the *Subject* and *Reason* for the appointment and then click *Search*.

For Student: **Your Name Will Be Here**
Subject: Other -
Reason: Choose a service / reason...
Search...

Step 4: Choose an appointment from the list of available times, tutors, and campus locations.

Schedule a Tutoring Appointment   Print...   ×

Subject: **MATH1530 - Probability and Statistics**
Reason: **In-Person Tutoring Session**

There are 2 slots of time available. Please choose one that works for you...
Choose a different date: 09/09/2025

Wed, Sep 10 2025

11:00a-1145a	**Wed Sep 10** 1 on 1 In-Person OR Online	**Tutor Name**
Tutoring Services Campus Name	Repeats Weekly	online or in person
100p-145p	**Wed Sep 10** 1 on 1 In-Person OR Online	**Tutor Name**
Tutoring Services Campus Name	Repeats Weekly	online or in person

Load more for Thu, Sep 11 2025...

Step 5: Check the **appointment date** and **time** and the **campus location** on the confirmation page and then click *SAVE* at the bottom left of the page.

Schedule a Tutoring Appointment   Print...   ×

Subject: **MATH1530 - Probability and Statistics**
Reason: **In-Person Tutoring Session**

Student   Consultant   Date 09/10/2025   ⟨ Search Q
Your Name   *Tutor Name*   Move...

Status   Center
                       Tutoring Services Campus Name

Wed, September 10th 2025   Subject
Start Time End Time Duration (Hr:Min)   MATH1530 - Probability and Statistics
11:00am   11:45am   Reason
This appointment will be part of a series   In-Person Tutoring Session
repeating for the following dates:
Wed 9/17/25, Wed 9/24/25, Wed 10/... read more
Meeting Type:
⦿ In-Person   ○ Online
Please review the chosen center above.
Change to Asynchronous
In-Person Location

SAVE Click to Save.