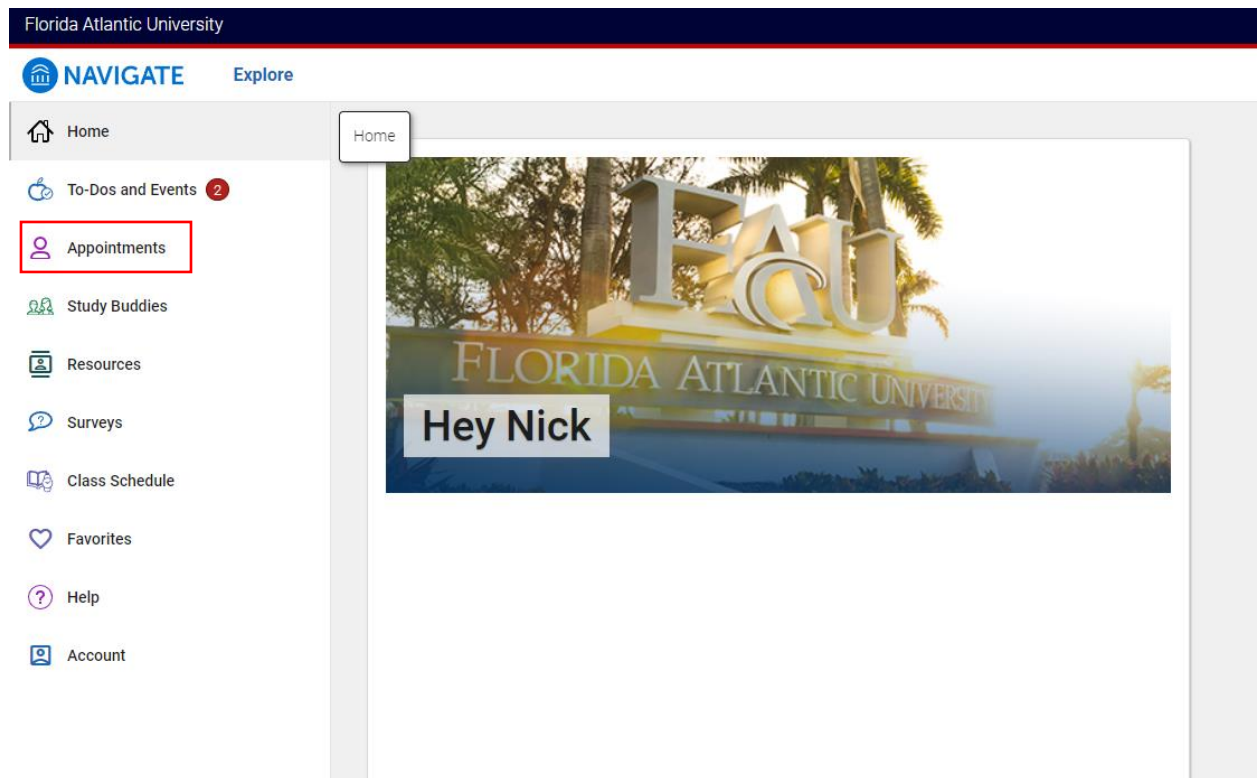
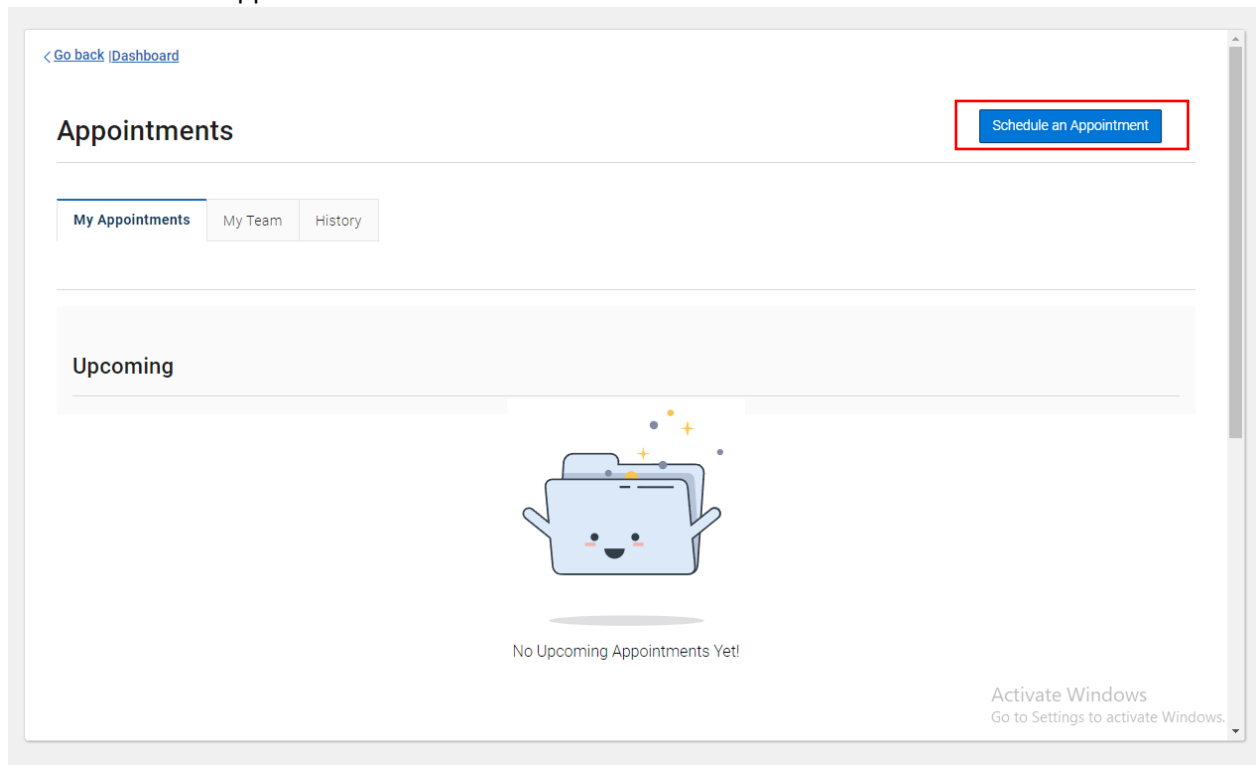


How to sign into the virtual drop-in queue

1. From the Navigate student homepage, click Appointments.



2. Click Schedule an Appointment.



How to sign into the virtual drop-in queue

3. Click View Drop-In Times.

4. Select Academic Advising for Type of Appointment, Stop-In Academic Advising (Phone) for Service, and click Find Available Times.

How to sign into the virtual drop-in queue

- Click the blue hyperlink for University Advising Services (Boca Raton). You do not need to select any filter options on the left.

The screenshot shows the 'View Drop-In Times' interface. On the left, under 'All Filters', there are dropdown menus for 'What type of appointment would you like to schedule?' (set to 'Academic Advising'), 'Service' (set to 'Stop-in Academic Advising (Phone)'), 'Staff' (set to 'Search by name'), 'Location' (set to 'Search by name'), and 'Course' (set to 'Select course'). A 'Start Over' link is present. On the right, under '1 Locations', the 'University Advising Services (Boca Raton)' link is highlighted with a red box. Below it, a list of student groups is provided, followed by a note to connect with the college associated with the major. At the bottom right, there is an 'Activate Windows' watermark.

- Click the Check-In with first available button. This will sign you into the queue to receive a phone advising appointment.

This screenshot shows the same 'View Drop-In Times' interface after the 'University Advising Services (Boca Raton)' location has been selected. The 'Location' filter now shows 'University Advising Services (Boca Raton)' with a close button. The '1 Locations' section now displays the title 'University Advising Services (Boca Raton)' and the same list of student groups. A red box highlights the 'Check-in with first available' button at the bottom of the location details section.