Important Reminders:

- You can only schedule an appointment up to two weeks in advance.
- You are limited to 2 appointments per week.
- If you cannot keep an appointment, you must cancel the appointment at least 3 hours in advance.
- If you have 2 or more no-shows, the system will prevent you from making another appointment.

LOG IN

Log in using Single Sign-On
https://sso.csulb.edu

Use your student ID number and Beach password (same as used for MyCSULB/BeachBoard). Click on the BEACH CONNECT button.

GET ASSISTANCE

On the far right side, click the “Get Assistance” Button to make a writing tutoring appointment.

CHOOSE TYPE

From the drop down menu choose the type of appointment you need. Currently you can schedule appointments for:

- Academic Advising
- Academic Coaching
- Beach Central
- Tutoring
- Veterans Services
- Writing Support

Making a Writing Tutoring Appointment
SELECT AN APPOINTMENT TYPE
A drop-down menu will appear. Please select “Online-Writing Support” and then click “Next.”

CHOOSE LOCATION & TUTOR
Select the “University Writing Center” from the Location drop down. You may select a specific tutor or let the system assign one.

SELECT A DAY AND TIME
Choose the day and time that fits with your schedule.

CONFIRM
Review the Appointment Details and select which method you wish to receive your reminder: email or text. Please put a few brief notes about the class and assignment you will be working on in the comment box. Click on “Confirm Appointment.”