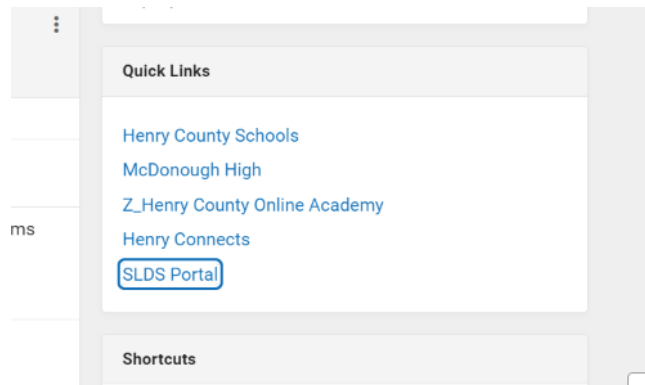# How to Schedule a Tutoring Session with GATutor

GATutor is a free virtual tutoring option for students provided by the GA Department of Education. Tutoring is available for a variety of courses across the four core content areas (Math, Language Arts, Science, and Social Studies). Sessions can be scheduled Monday – Friday from 4pm-10pm, Saturday from 10am-8pm, and Sunday from 1pm-8pm. The instructions below will outline the process for scheduling a tutoring session, more information about the program can be found at this website: https://www.gavirtuallearning.org/gatutor.
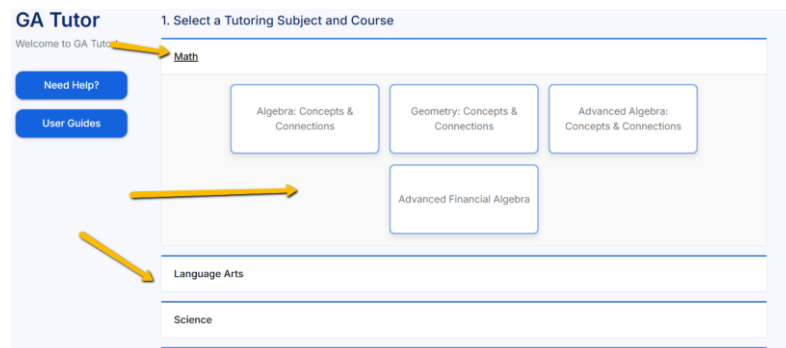
Students will start by logging into their Infinite Campus Student Portal. Once logged in, students will click on the SLDS Portal under the Quick Links.	
In the SLDS Portal, students will click on the GA Tutor icon.	
On the next screen, students will be able to choose the subject area and course in which they would like to schedule a tutoring session.	

How to Schedule a Tutoring Session with GATutor

Next, students will select a date and time to schedule their tutoring session. Students also have the ability to select a specific tutor from the dropdown or can leave it on Anyone to schedule an available tutor.	**2. Select a Date and Time** August 2024 SU MO TU WE TH FR SA 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 Wednesday, August 21, 2024 Pick a tutor: Anyone Hint: type at least three characters. For example "rut" 4:00PM 4:30PM 6:00PM 6:30PM 7:00PM 7:30PM 8:00PM 8:30PM 9:00PM 9:30PM
Next, students will verify and/or enter their personal information to schedule the session. It is important that they include a valid email address as the tutoring link will be sent to that email address.	**3. Add Details -** Remember to verify your info below First Name* Last Name* Email Address* Confirm Email Address* Remember to verify your email Confirm email address is required. Preferred Name Please enter your physical address (No PO Boxes). Address* City* State* Zip Code*
Finally, students will need to describe what they would like to work on during the tutoring session. This will help the tutor to be prepared for the session. Once completed, the student will click on Book and check their email for the tutoring link to join the session.	Selected Course: Algebra: Concepts & Connections What would you like to work on during your session? Be as specific as possible to allow your tutor to best prepare. **Important notes about scheduling:** • Be sure to include specific details about the focus for your tutoring session. • Some school district email accounts will not allow receipt of emails from outside organizations. Please use an email address that will receive messages. • Join the session from the link provided in the email, or from the GaTutor student dashboard. • Only schedule sessions that you plan to attend! Book