SSC Student Self-scheduling Paths for General Advising Offices

1. Access SSC from the URL: https://uo.campus.eab.com/

2. The “Get Academic Advising” button will be updated to “Schedule an Appointment.”

3. Select a type of appointment they are trying to schedule.

   **Scheduling prompt:** “What type of appointment are you looking to schedule today?
   **Options:** General Advising (other options include PathwayOregon Advising, Tutoring and Academic Support, etc)

   Once General Advising is selected:
   **Scheduling prompt:** “What type of advising are you looking for?”
   **Options:** Major/Minor advising (other options include Health Professions advising, Exploratory advising, Clark Honors College advising, etc)

4. Choose a main topic for this appointment.

   **Scheduling prompt:** “What is the main topic you hope to discuss in this appointment?
   **Options:** Career advising, Declaring a Major/Minor, Graduation Planning, Major/Minor Questions, Other Topics, Post-Graduation Planning, Schedule Planning
5. Choose a location/department, and an advisor.

**Scheduling prompt:** “Choose a location/department”
**Options:** departments with active availabilities for the selected service/reason

**Scheduling prompt:** “Select who you would like to meet with or click next to see all availability”
**Options:** advisors with active availabilities under the selected location/department
6. Choose a time and date.

7. Confirm the appointment by clicking the “Confirm Appointment” button.

8. A confirmation email will be sent to the student and the advisor.