

# First Time User?

- 1) Go to [www.georgebrown.mywconline.com](http://www.georgebrown.mywconline.com)
- 2) First time user? Click here
  - a. Fill out registration form
  - b. Click **REGISTER**
- 3) You will be redirected back to the log in page
- 4) Fill in the email address and password used to create your account
- 5) Choose the schedule
- 6) Click **LOG IN**

## Tutoring and Learning Centre, George Brown College

**First visit? [Click here to register.](#)**  
**Returning? Log in below.**

EMAIL ADDRESS:

PASSWORD:

CHOOSE A SCHEDULE:

Check box to **stay logged in:**

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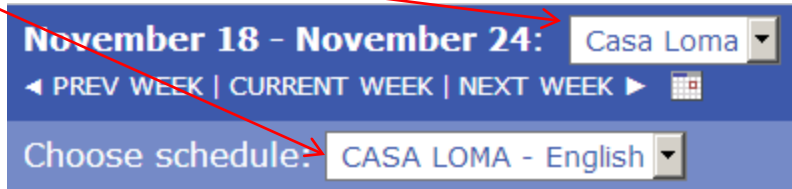
**Having trouble logging in?**  
[Click here to reset your password.](#)

**Using screen reader software?**  
[Click here for the text-only scheduler.](#)

- 7) Having trouble logging in?  
Click here:
- 8) Using adaptive software?  
Click here:

# Logging in and Booking your Appointment

- 1) Log in to your account at [www.georgebrown.mywconline.com](http://www.georgebrown.mywconline.com)
- 2) Make sure the correct schedule is chosen!
  - a. Choose your **CAMPUS** here:
  - b. Choose your **SCHEDULE** here (i.e. math or English)



**NOTE:** It is **VERY** important that you choose your **SCHEDULE** as well as the

**CAMPUS** so you see the correct tutors (math or English). If you do not select the schedule, you may accidentally book an English appointment with a math tutor or vice versa.

- 3) The schedule shows Monday to Friday. Past days will be grey and you will not be able to select an appointment. If you cannot select an appointment time, check to make sure you're on the correct day.
- 4) Appointments can be made up to **5 days in advance**. The schedule default is **CURRENT WEEK**. Click on **NEXT WEEK** to view available appointments for the following week.

11/13: WEDNESDAY	9:00am	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	4:00pm
Keyur	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey
Mary	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey
Michael	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey
Rachel	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey
Rob	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey

11/14: THURSDAY	9:00am	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	4:00pm
Andy	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue
Becky	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue
Fred	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue
Kyle	Dark Blue	Dark Blue	Orange	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue
Rob	Dark Blue	Dark Blue	Dark Blue	Light Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue

### Colour Codes Explained:

**Grey** = Day is in the past, cannot book

**White** = Time slot is available to book

**Dark Blue** = Tutor is not available

**Light Blue** = Booked Appointment (another user)

**Orange** = Your appointment

**To Book an Appointment:**

11/18: MONDAY	9:00am	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	4:00pm
Andy								
Becky								
Mike								

1) After you have selected the correct schedule (math or English), choose an available time slot (white block).

- a. Select the **TIME**. The system defaults to a 30 minute appointment. Change the second drop-down menu to increase the appointment time to 1 hour (if applicable)

b. Select the tutoring subject

c. Fill out the course code (the course you are visiting the TLC for)

d. Is this your first visit?

e. Tell us briefly what you want to work on during the tutoring session

f. Click **SAVE APPOINTMENT**

g. You will receive an email confirming your appointment. You will also receive an email reminding you of the appointment

**Mike**

Fill out the form below in order to save this appointment. Questions marked with a \* are required.

**Location:** Casa Loma

**Bio/Information:** Mike is in his first year of Game Development at GBC and is an English tutor for the Casa Loma campus. He's been a freelance writer for 3 years and enjoys writing fiction, including penning the infamous Casa Loma English tutors skit titled "What NOT to do in the TLC!"

**Appointment Limits:** Appointments must be between 30 minutes and 1 hour in length.

**Time:** Monday, November 18: 12:00pm to 12:30pm

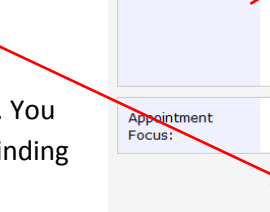
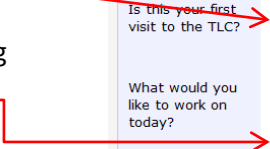
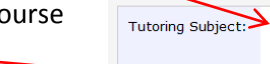
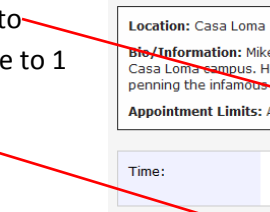
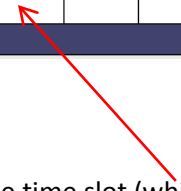
**Tutoring Subject:** -- please select -- \*

**Course Code (eg COMM 1003):** \*

**Is this your first visit to the TLC?** -- please select -- \*

**What would you like to work on today?** \*

**Appointment Focus:** CASA LOMA - English \*



# To Change or Cancel an Appointment

- 1) Log in to your account at [www.georgebrown.mywonline.com](http://www.georgebrown.mywonline.com)
- 2) Click on your appointment (it will be in orange)
- 3) Make any changes (for example, increase the appointment time from 30 minutes to 60 minutes)
- 4) Click **SAVE CHANGES**
- 5) If cancelling, click on **CANCEL THIS APPOINTMENT** – You will receive an email confirming your cancellation

**Location:** Casa Loma

**Bio/Information:** Mike is in his first year of Game Development at GBC and is an English tutor for the Casa Loma campus. He's been a freelance writer for 3 years and enjoys writing fiction, including penning the infamous Casa Loma English tutors skit titled "What NOT to do in the TLC!"

**Appointment Limits:** Appointments must be between 30 minutes and 1 hour in length.

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**Time:** Monday, November 18: 12:00pm to 12:30pm

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**Tutoring Subject:** English \*

**Course Code (eg. COMM 1003):** COMM 1007 \*

**Is this your first visit to the TLC?** No \*

**What would you like to work on today?** Essay \*

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**Appointment Focus:** CASA LOMA - English \*