

How to View and Check-in for Drop-in Times

(If you utilize a screen reader, please contact your advisor for assistance with these instructions as it contains multiple screenshots)

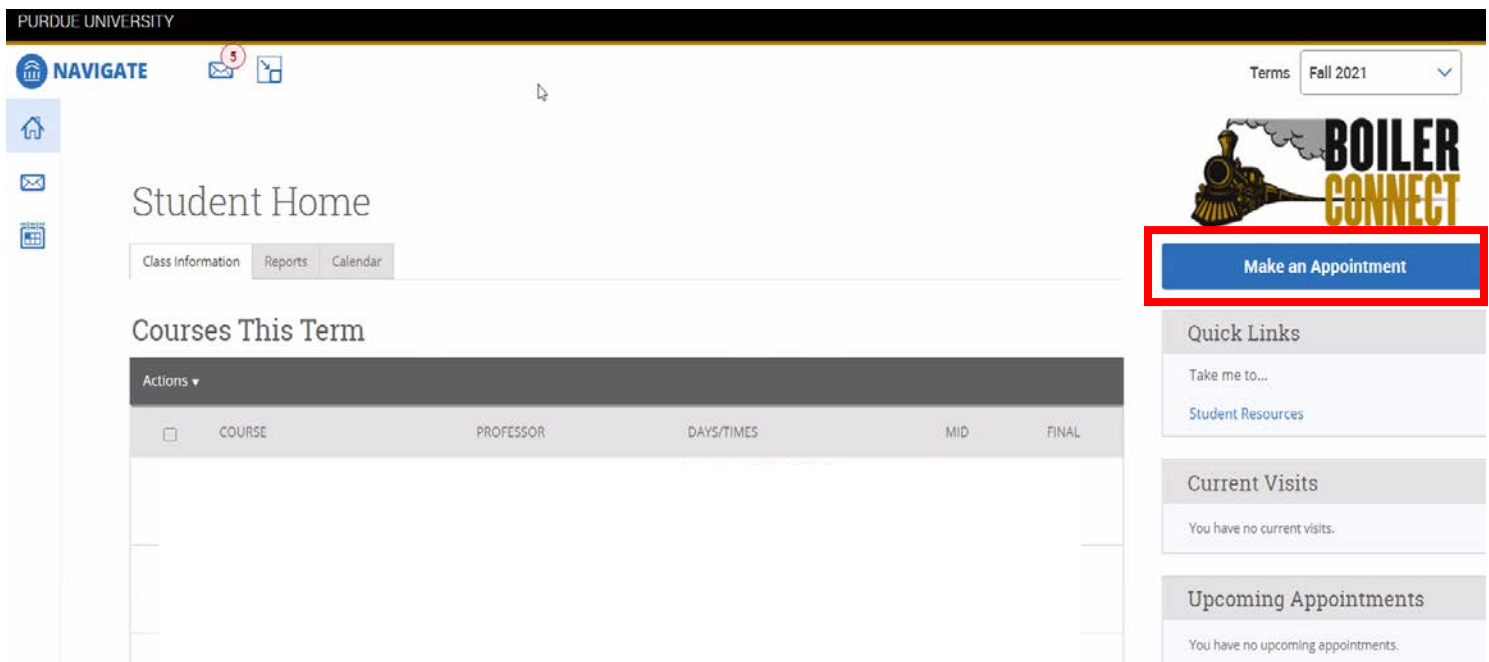
Log in to BoilerConnect

There are two ways to access Campus Connect:

- Go directly to <https://www.purdue.edu/boilerconnect/> and logon with your BoilerKey authentication
- Log in to mypurdue.purdue.edu, go to the "Life@Purdue" page and click on Boiler Connect under the Student Services block.

Step 1:

Click the **Make an Appointment** button.



The screenshot shows the Purdue University BoilerConnect interface. At the top, there is a navigation bar with the Purdue University logo, a 'NAVIGATE' button, and a notification icon with the number '5'. On the right, there is a 'Terms' dropdown menu set to 'Fall 2021'. Below the navigation bar, the page is titled 'Student Home'. There are three tabs: 'Class Information', 'Reports', and 'Calendar'. The main content area is titled 'Courses This Term' and contains a table with columns for 'COURSE', 'PROFESSOR', 'DAYS/TIMES', 'MID', and 'FINAL'. On the right side, there is a sidebar with a 'BOILER CONNECT' logo and a blue button labeled 'Make an Appointment' which is highlighted with a red box. Below the button are sections for 'Quick Links', 'Current Visits', and 'Upcoming Appointments', each with a message indicating no current visits or upcoming appointments.

Step 2:
Click the **View Drop-In Times** link under Other Options

PURDUE UNIVERSITY

NAVIGATE

Terms Fall 2021

New Appointment

What can we help you find?

Below, you will find available options for scheduling an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for dropping in or requesting an appointment.

*What type of appointment would you like to schedule?

*Service

Pick a Date ⓘ
Thursday, August 19th 2021

Find Available Time

Other Options

[View Drop-In Times](#)

[Meet With Your Success Team](#)

The next screen should show the following:

PURDUE UNIVERSITY

NAVIGATE

Terms Fall 2021

< Go Back | Dashboard

View Drop-In Times

What can we help you find?

Below, you will find available options for dropping in for an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for scheduling or requesting an appointment.

*What type of appointment would you like to schedule?

*Service

Find Available Time

Other Options

[Make an Appointment](#)

[Meet With Your Success Team](#)

Step 3:

Select **Academic Advising** for the type of appointment and **Academic Concerns** for the Service:

PURDUE UNIVERSITY

NAVIGATE 5

Terms Fall 2021

< Go Back | Dashboard

View Drop-In Times

What can we help you find?

Below, you will find available options for dropping in for an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for scheduling or requesting an appointment.

*What type of appointment would you like to schedule?

× Academic Advising ×

+Service

× Academic Concerns ×

Find Available Time

Other Options

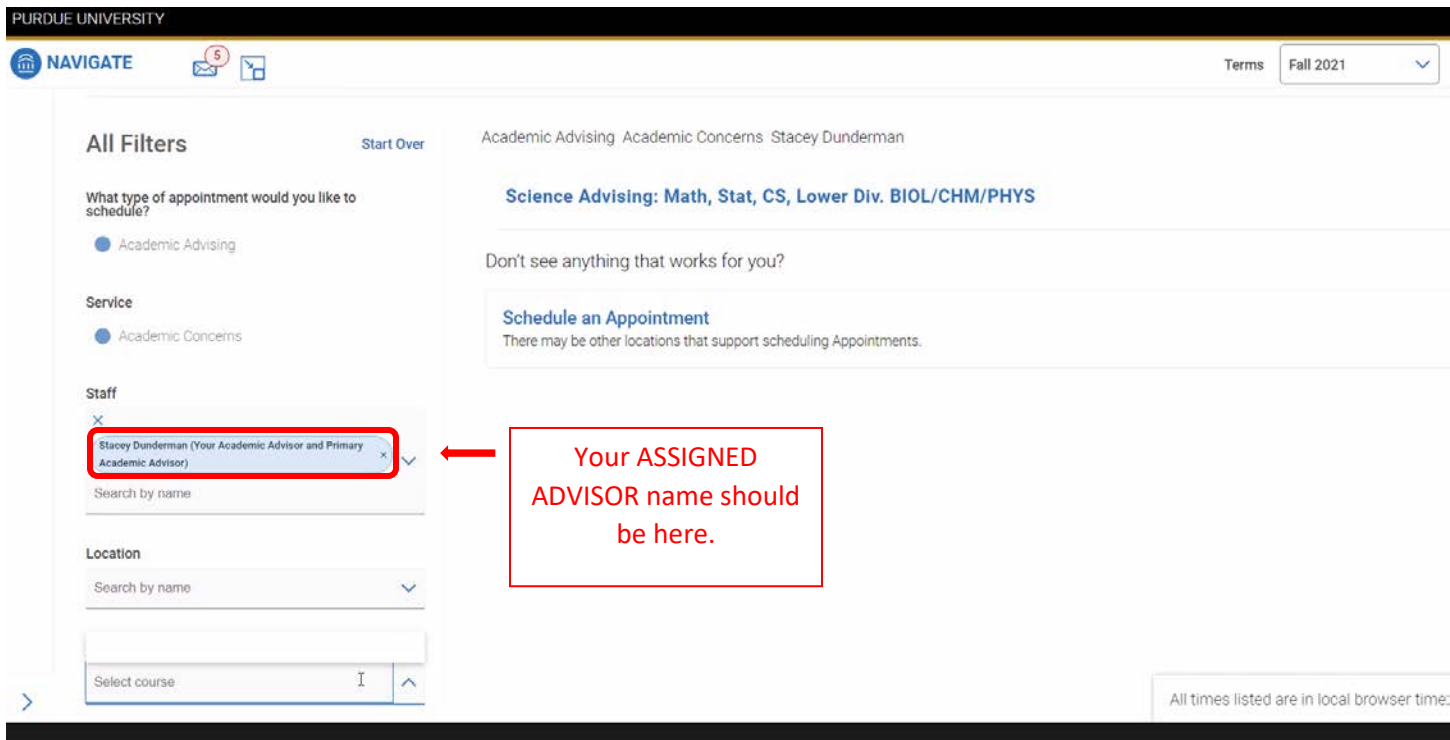
[Make an Appointment](#)

[Meet With Your Success Team](#)

Step 4:
Click the **Find Available Time** button.



Step 5:
In the Staff filter, select your **assigned advisor** and the location should be **Science Advising: Math, Stat, CS Lower Div. BIOL/CHM/PHYS**



PURDUE UNIVERSITY

NAVIGATE

Terms Fall 2021

All Filters Start Over Academic Advising Academic Concerns Stacey Dunderman

What type of appointment would you like to schedule?

- Academic Advising

Service

- Academic Concerns

Staff

- Stacey Dunderman (Your Academic Advisor and Primary Academic Advisor)

Search by name

Location

Search by name

Select course

Don't see anything that works for you?

[Schedule an Appointment](#)
There may be other locations that support scheduling Appointments.

Your ASSIGNED ADVISOR name should be here.

All times listed are in local browser time.

Available drop-in times will be listed by staff member.

The screenshot shows the NAVIGATE interface with the following elements:

- Header:** PURDUE UNIVERSITY, NAVIGATE logo, notification icons (5), and a dropdown menu for Terms set to Fall 2021.
- Filters:** Staff (Stacey Dunderman), Location (Science Advising: Math, Stat, CS, Lower Div. BIOL/CHM/PHYS), and Course (Select course).
- Drop-in Times:**
 - 1:00 PM - 3:00 PM:** August 16, 2021 - December 10, 2021. Meeting Types: Virtual. Includes a "Drop-in Times" note and a Zoom link.
 - Tuesday 10:30 AM - 11:30 AM:** August 23, 2021 - December 10, 2021. Meeting Types: Virtual. Includes a "Drop-in Times" note and a Zoom link.
 - Monday 2:30 PM - 3:30 PM:** August 23, 2021 - December 10, 2021. Meeting Types: Virtual. Includes a "Drop-in Times" note and a Zoom link.
- Action:** A red box highlights the "Drop-in Online" button next to the Monday 2:30 PM - 3:30 PM slot.

Step 6: Click on the **Drop-in Online** button next to your advisor.

Once you've checked in, you will see the confirmation below. **Please then login to the Zoom link your advisor provided for drop-in appointments.**

The screenshot shows the "Check In Success" confirmation page with the following elements:

- Header:** PURDUE UNIVERSITY, NAVIGATE logo, notification icons (5), and a dropdown menu for Terms set to Fall 2021.
- Section:** Check In Success
- Confirmation:** A graphic with a blue funnel and colorful dots, followed by the text "Checked In!".
- Message:** "You have checked in to see the first available person for Academic Concerns. Look out for an email, text, or phone call for next steps!"
- Action:** A "View Appointments" button.

Please note that wait times will vary and be longer during peak hours - please be patient. If you check-in near the end of an advisors' drop-in time, the advisor may not have enough time to meet with you. If this happens, you are welcomed to make an appointment with your advisor or come to the next schedule drop-in appointment time.