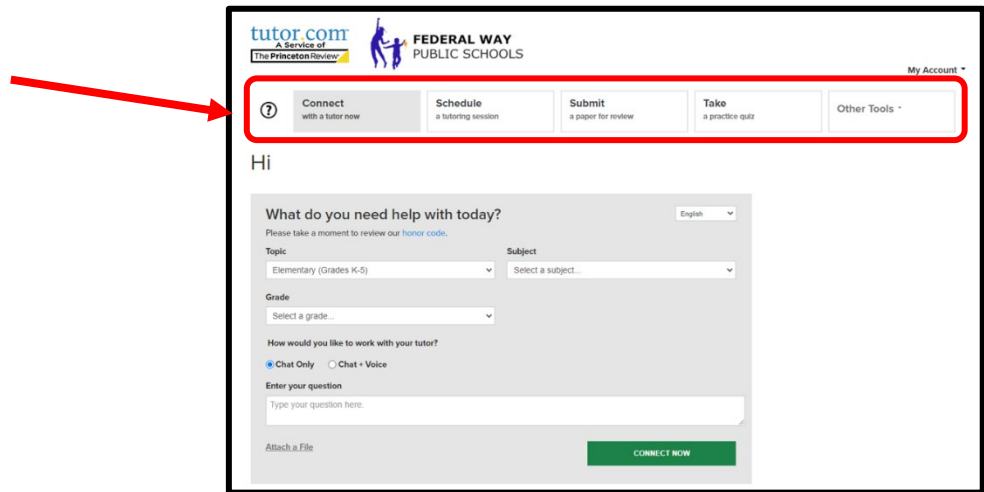


## Getting Started with the Tutor.com Dashboard

**This guide will walk scholars through the items on the Tutor.com Dashboard.**

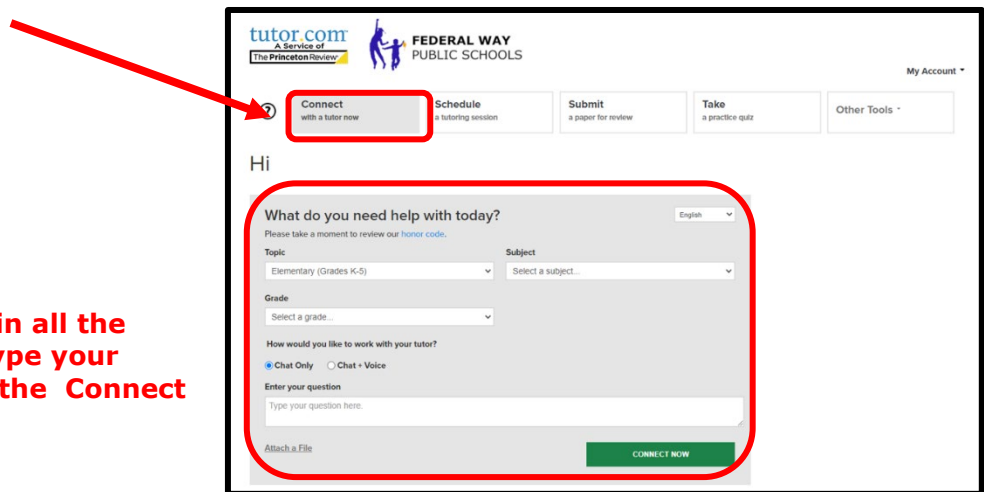
### The Tutor.com Dashboard:

After logging to Tutor.com you can see your Dashboard. Along the top of your Tutor.com Dashboard, there are several buttons and each are the tools available on Tutor.com.



### Connect with a Tutor Now:

The "Connect with a tutor now" button will allow you to ask a question and Chat only or Chat & Voice call with a tutor.



**Note: Make sure you fill in all the drop-down menus and type your question before clicking the Connect Now button.**



### Schedule a Tutoring Session:

The "Schedule a tutoring session" button will allow you to schedule a meeting with a specific tutor. Use the drop-down menus to help you find a tutor and time to connect with that tutor.

The screenshot shows the Tutor.com interface for Federal Way Public Schools. At the top, there are navigation buttons: "Connect with a tutor now", "Schedule a tutoring session" (highlighted with a red box and an arrow), "Submit a paper for review", "Take a practice quiz", and "Other Tools". Below the navigation bar, the text reads "Work with a tutor on your schedule." and "It's easy—just select a tutor and tell us when you'd like to work together. We'll handle the rest. And of course, you can always get a tutor now if you're in a hurry." There are two tutor profiles listed: Carol H. (Algebra, Geometry, Math, Mid-Level Math) and Martin J. (Algebra, Chemistry). Each profile has a "SCHEDULE" button and a "Next available time" indicator.

### Submit a Paper for Review:

The "Submit a paper for review" button will allow you to submit a paper for review. It will be sent back to you within 12 hours with feedback. Make sure you fill out all the text fields and attach your document before pushing Submit.

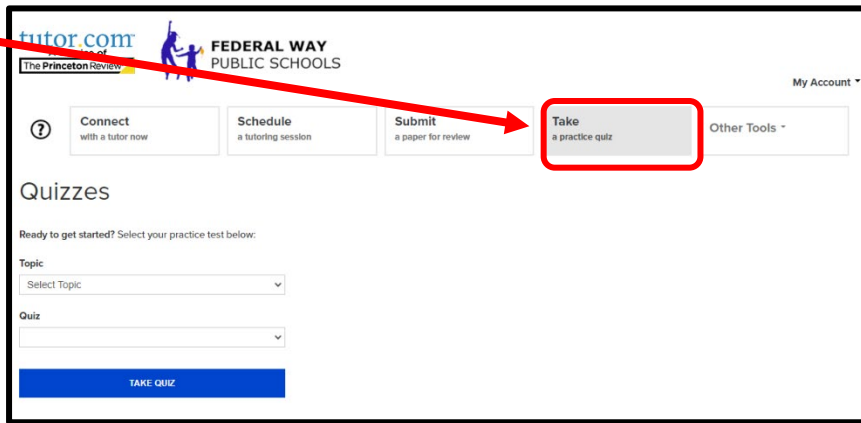
The screenshot shows the Tutor.com interface for Federal Way Public Schools. At the top, there are navigation buttons: "Connect with a tutor now", "Schedule a tutoring session", "Submit a paper for review" (highlighted with a red box and an arrow), "Take a practice quiz", and "Other Tools". Below the navigation bar, the text reads "Submit your document for 12-hour review" and "It's easy—just complete the form below to let our tutors know what you're working on, submit your document, and we'll get it back to you within 12 hours." There is a form with the following fields: "Select your grade level:" (a dropdown menu), "When is this draft due?:" (a text input field), "When is your final version of this essay due?:" (a text input field), and "What is the topic of your paper (please note: max character limit is 1200)?:" (a text input field).

**Note: When your paper returns to you, you will see a green banner at the top of your screen. This means your paper has been reviewed by the tutor and feedback is available.**

The screenshot shows the Tutor.com interface for Federal Way Public Schools. At the top, there are navigation buttons: "Connect with a tutor now" and "Submit a paper for review". Below the navigation bar, there is a green banner with the text: "The document you submitted for review is available for pickup now. Please visit your Previous Sessions page to review feedback from your tutor." Below the banner, the text reads "Hi Student!!" and "You have 3 hours and 57 minutes remaining". There is a form with the following fields: "What do you need help with today?" (a text input field), "Please take a moment to review our honor code." (a text input field), "Subject" (a dropdown menu), "Enter your question" (a text input field), and "Attach a File" (a text input field). There is a "CONNECT NOW" button at the bottom right.

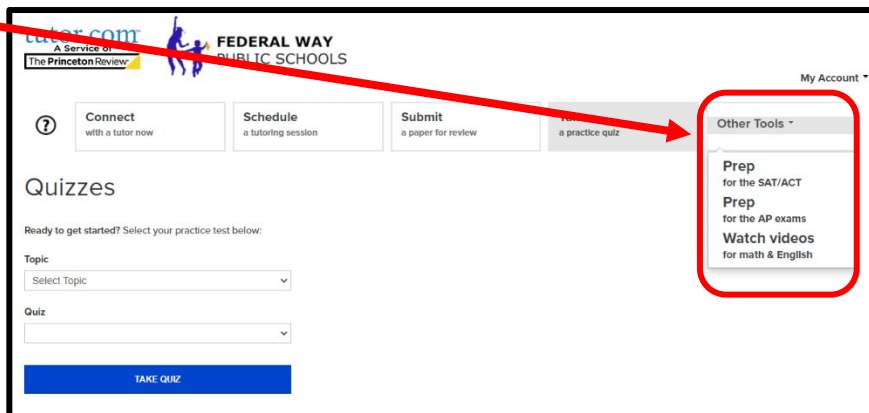
### Take a Practice Quiz:

The “Take a practice quiz” button will allow you to practice taking quizzes in a topic area of your choice. Make sure you pick a specific Topic and Quiz in the drop-down menus.



### Other Tools:

The “Other tools” button will show you additional options that Tutor.com provides.



**Congratulations on completing this step by step tutorial!**