Step 1: Click on **Blue Link**

The **blue link** should bring you to this webpage.

Step 2: To schedule an appointment click on “Schedule a new Appointment”

Step 3: Click “**Click Here to Login**”
Step 4: Log in using your full primary email address and student password

After logging in you will be directed back to main Student Affairs Advising Center Page

Step 5: Click on “Schedule a new appointment”
After clicking on “Schedule a new appointment” you will be directed to this screen.

**Step 5:** Select Emphasis: (UW-Marathon County)

Select advisor to view availability, date and time of your appointment, duration, appointment type, 12 Reason for your Visit.

**Step 6:** Click Schedule Appointment
Step 7: Set Appointment Reminder if necessary

Step 8: Close or Logout