How to Schedule a Writing Conference with Dr. Halbert

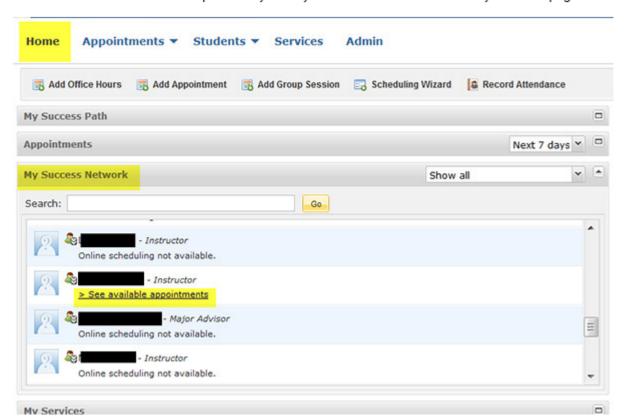
1. Go to MC3.edu and log into the MC3 portal page by clicking on the My MC3 Login icon in the upper right hand side of the screen.



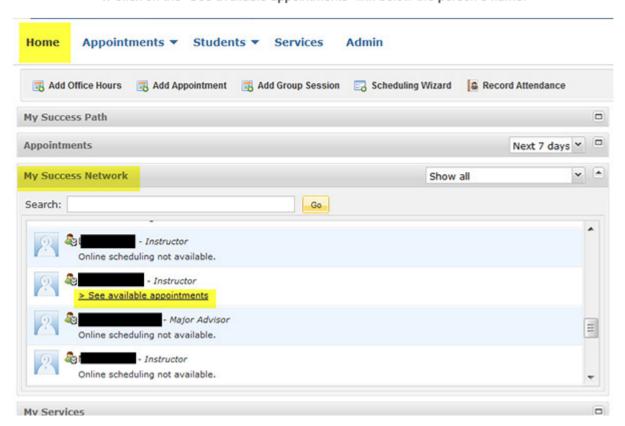
2. Once you have logged onto the portal, under the Applications tab on the right hand side, click on the Starfish Success Network link.

 Make a Payment	
 Starfish Success Network	

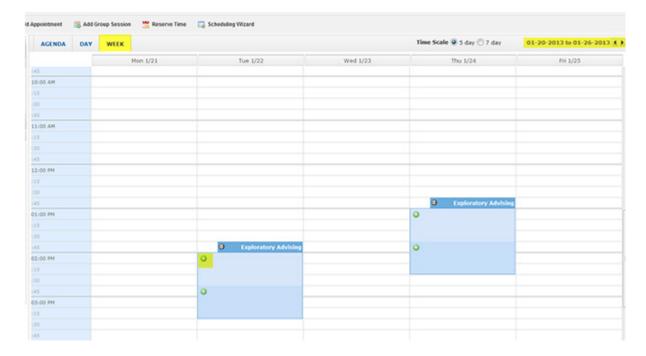
3. Look for the name of the person in your "My Success Network" located on your home page.



4. Click on the "See available appointments" link below the person's name.

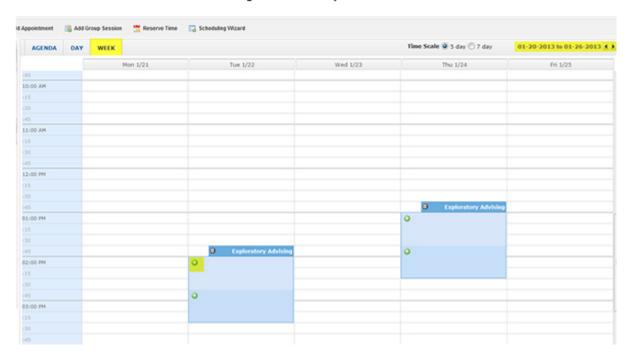


5. Scroll through the calendar to find an available time.



Make sure you sign up for the right kind of conference. Most required conferences are labeled "Writing Conference" with a Paper #.

6. Click on the green + to add yourself to the calendar.



7. Fill out the requested information and click "Submit" to save the appointment.

