First, click on the schedule a lab appointment link on the pima webpage.

A new tab will open. In most cases, you will be prompted to enter your MyPima login information:

Enter your credentials then click Login

PimaCommunityCollege MyPima	
Username:	
Password:	
LOGIN	
New to MyPima? <u>Activate your account</u> <u>Forgot username?</u> <u>Forgot password?</u> <u>Contact MyPima Help Desk / FAQ</u>	

The window will open to the Accudemia dashboard.

Virtual Learning Center	Welcome back, Administration Web Portal
Announcements	
College News View Full Announcement	
Welcome to the Pi	ma Community College Virtual Learning Commons!
You may have noti updated. Thank you fo reflect the cha	ced the appearance of this website has been r your patience while we update our materials to anges and fine-tune our new front page.
	Have a great summer!
Appointments	
Upcoming Appointments	
+ Schedule Appointment 🗮 View All	
No upcoming appointments	

Scroll down and click on +Schedule Appointment:



Next, select ASL Lab:



Click on your ASL course in the Course section (the snip below is an example of a student enrolled in ASL 101)



Next, you will see available times with ASL lab staff. Click on any time that works for

you.

TUESDAY,
12:45 PM 2:00 PM 3:15 PM
WEDNESDAY,
11:30 AM 12:45 PM 2:00 PM 3:15 PM
THURSDAY,
12:45 PM 2:00 PM 3:15 PM 4:30 PM

Once you have chosen your time, review the details that will show in the gray box and click Confirm to schedule the appointment:

You're Almost Done!	
Recurrence:	C Setup Recurrence
Notes:	Type to add notes to the appointment
	@ Attach
Review Details:	
	PREVIEW - NOT CONFIRMED YET
	CONFIRM Discard and Start Over

Check your MyPima email for your confirmation, and use the link to attend your appointment.

Email: <u>asl-labhelp@pima.edu</u> for questions