


Direct Links – Appointments & Profiles

1	Click  Starfish in the upper-left hand corner and click on your name.
2	Click on EDIT PROFILE .
3	Within PROFILE SETTINGS , you will see options to copy links for SCHEDULING AN APPOINTMENT WITH YOU and one for VIEWING YOUR PROFILE . By copying these, you can share them in emails, etc. When students click on the link, they will be taken directly to your appointment availability or your profile, as appropriate.
4	Behind each feature, you can also select the option to make your appointment or profile link available to other staff, so they can also provide the link to students.