## CSUSB CAREER CENTER

## Instructions For Students On How To Schedule An Appointment

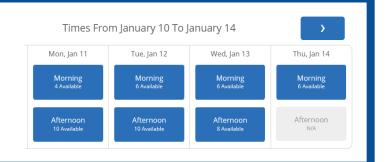
STEP 1: Go to csusb.campus.eab.com/ to log into OR Log into your myCoyote account and click your myCoyote account and enter the Navigate appointment system automatically.

on the My Academics tile then the Navigate tile.

Login Please sign-in to access your account CoyoteID Password Login Activate Your Account Forgot / Change Password	My Academics Available Availab
Step 2: From your Navigate Student Homepage, click on the "Schedule an Appointment" block (located in right hand corner). Schedule an Appointment	Step 3: On the "Schedule an Appointment" page, select "University Success". What type of appointment would you like to schedule? University Success • Choose from the following options. please choose one •
<ul> <li>Step 4: Choose one of these appointment options from the drop-down list</li> <li>Career Advising (if you are unsure of what you need help with)</li> <li>Career Assessment Review</li> <li>Career Exploration</li> <li>Cover Letter Review</li> <li>Graduate/Professional School Advising</li> <li>Internship Search</li> </ul>	Step 5: Choose "Career Center" for the location and type the name of the Career Advisor you want to meet with. If you do not have a preference, click on the "Next" button to view all available Career Advisors. What location do you prefer? Career Center Who would you like to meet with? Arry Staff Hyou don't have a preference, just dick Next.

Step 6: Select a Date and Time for your appointment and click on the "Next" button to view and confirm the details of your selection.

Once you complete the scheduling process, you will receive an email confirmation and a reminder 24 hours prior to your appointment.





Website: www.csusb.edu/career-center Email: careercenter@csusb.edu



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