CSUSB CAREER CENTER

Instructions For Students On How To Schedule An Appointment

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

OR Log into your myCoyote account and click 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 → Navigate

Step 2: From your Navigate Student Homepage, click on the "Schedule an Appointment" block (located in right hand corner).

CSUSB

Schedule an Appointment

Step 3: On the "New Appointment" page, select "University Success".

New Appointment

What can we help you find?

*What type of appointment would you like to schedule?

University Success ✕

Step 4: Select one of these appointment options from the "Service" drop-down list

*Service

- Career Advising (if you are unsure of what you need help with)
- Career Assessment Review
- Career Exploration
- Cover Letter Review
- Graduate/Professional School Advising
- Internship Search
- Interview Prep
- Job Search
- Major Exploration
- Networking/LinkedIn
- Personal Statement
- Resume Review

Step 5: Pick a date and find an available time.

Pick a Date ⓘ

Find Available Time

Step 6: Select "Career Center" for the location (if prompted). Select "View individual availabilities" or pick a time from the list of available time slots. Once you pick a date and time you will be directed to the "Review Appointment Details and Confirm" page where you can add any comments, select if you want an Email and Text Reminder, and select the Schedule button to confirm.

Career Center

DP JC OF SM VF

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View individual availabilities

Mon, Mar 1st

11:30 - 12:00 PM   1:00 - 1:30 PM
4:00 - 4:30 PM

Would you like to share anything else?

Add your comments here

☐ Email Reminder
☐ Text Message Reminder

Schedule