



مركز النجاح الطلابي
Center for Student Success

ZUCSS

Requesting for Appointment with Al Waha, PALs and Math Café

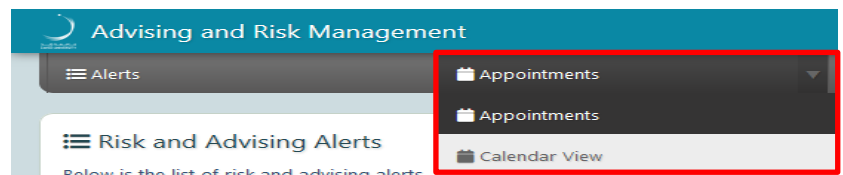
Center for Student Success
March 02, 2021

Last updated on Oct 04, 2022

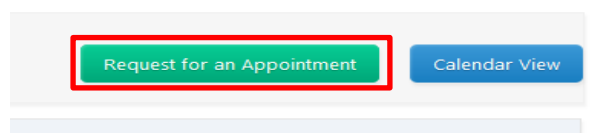
How to Book Appointment

Requesting for Appointment

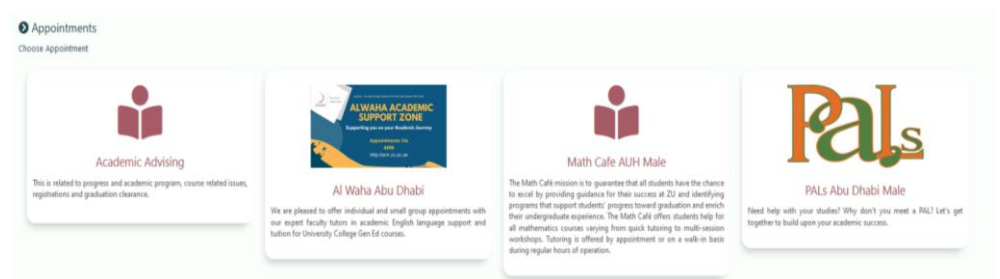
On top left corner, hover over the “Appointments” dropdown menu. Then click on “Appointment” option.



Click on Request for an appointment.



Click on any group to make an appointment with one of its tutors, such as Al Waha, Math Café or PALS.



[Fill out the form with all the required fields:](#)

You can select the course/service on the appointment page and the tutor's name will appear in the dropdown menu.

Appointment - Math Cafe AUH Male

Course/Service: **--Select--**

Calendar

Start Time: 11:25

End Time: 11:35

Send Appointment Request

Back to Appointment List

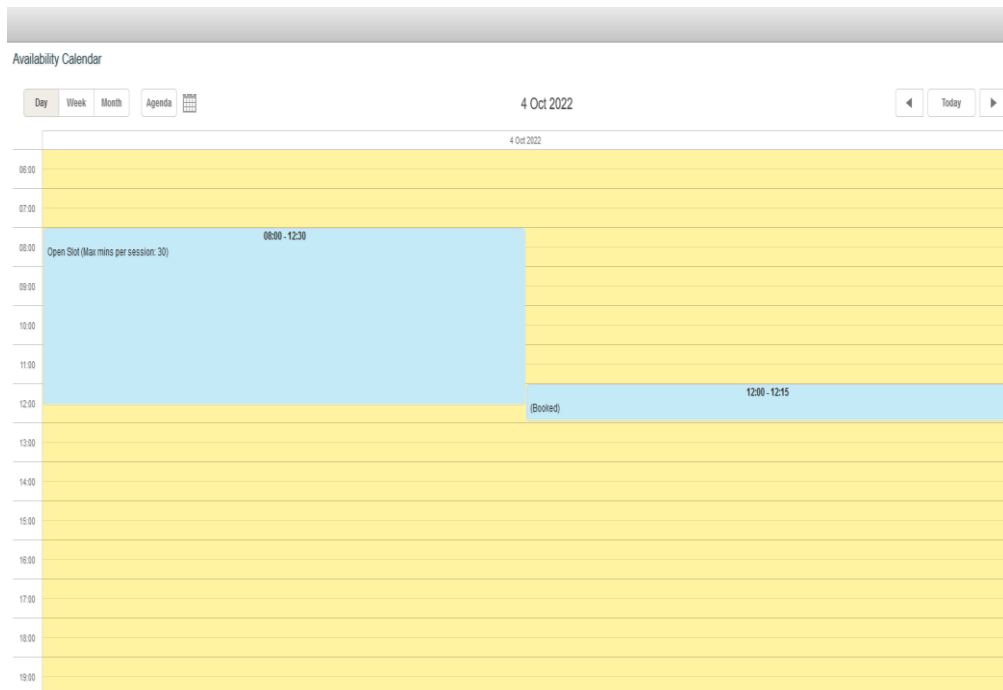
Appointment - Math Cafe AUH Male

Course/Service: **--Select--**

Tutor: **Show Calendar**

Contacted via: Online Initiated By Student

Click on Show Calendar to view the availability of the tutor.



Advising and Risk Management (ARM) Student Guide



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Select the date and time that suits you.

A screenshot of the appointment booking form. The "Appointment Date" field is set to "10/4/2022", the "Start Time" field is "12:00", and the "End Time" field is "12:10". These three fields are enclosed in a red rectangular box. Below them are fields for "Topic", "Location" (a dropdown menu), and "Purpose of meeting". At the bottom are two buttons: "Send Appointment Request" and "Back to Appointment List".

Choose the location.

A screenshot of the appointment booking form. The "Location" dropdown menu is open, showing three options: "Online Meeting", "On Campus (Females) - FF3-0-069", and "On Campus (Males) - MF3-2-069". This dropdown menu is enclosed in a red rectangular box. The "Topic" field is above it, and the "Purpose of meeting" field is below it. At the bottom are two buttons: "Send Appointment Request" and "Back to Appointment List".

Write the Topic and Purpose of meeting and then click on Send Appointment Request.

A screenshot of the appointment booking form. The "Topic" and "Purpose of meeting" fields are visible. The "Send Appointment Request" button at the bottom left is enclosed in a red rectangular box. The "Back to Appointment List" button is to its right.

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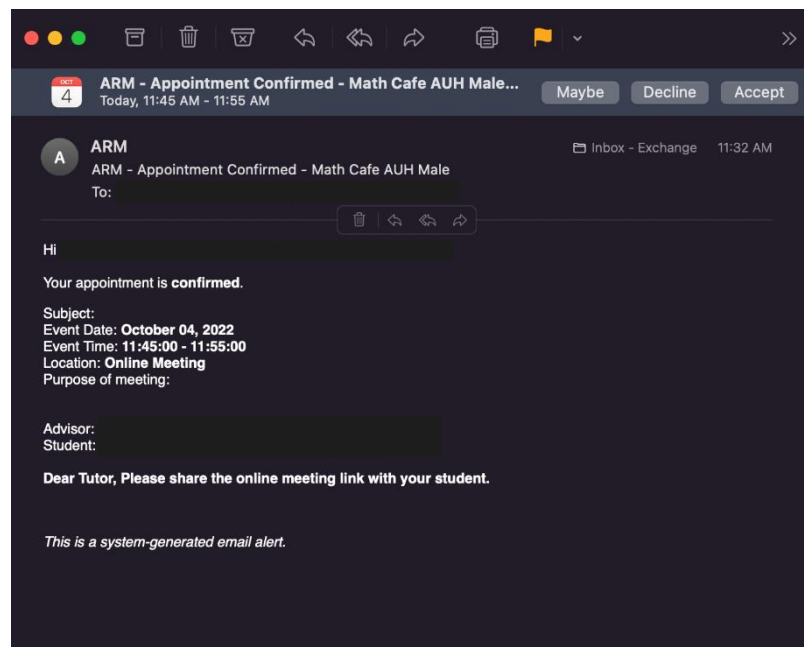
Check the status of the meeting; it should be confirmed or Pending Advisor Confirmation.

Number of records shown: 13

Show 50 entries Export to Excel Quick search:

Date	Time	Category	Student Name	Advisor Name	Contact via	Subject	Location	Purpose of meeting	Status	
October 04, 2022	12:00:00 - 12:10:00	Academic Advising			Walk-in	Academic performance	Online Meeting		Meeting Conducted	Details
October 04, 2022	11:45:00 - 11:55:00	Math Cafe AUH Male			Online Initiated By Student		Online Meeting		Meeting Confirmed	Details
September 20, 2022	10:25:00 - 10:35:00	Academic Advising			Online Initiated By Student	Academic performance	Online Meeting		Meeting Conducted	Details

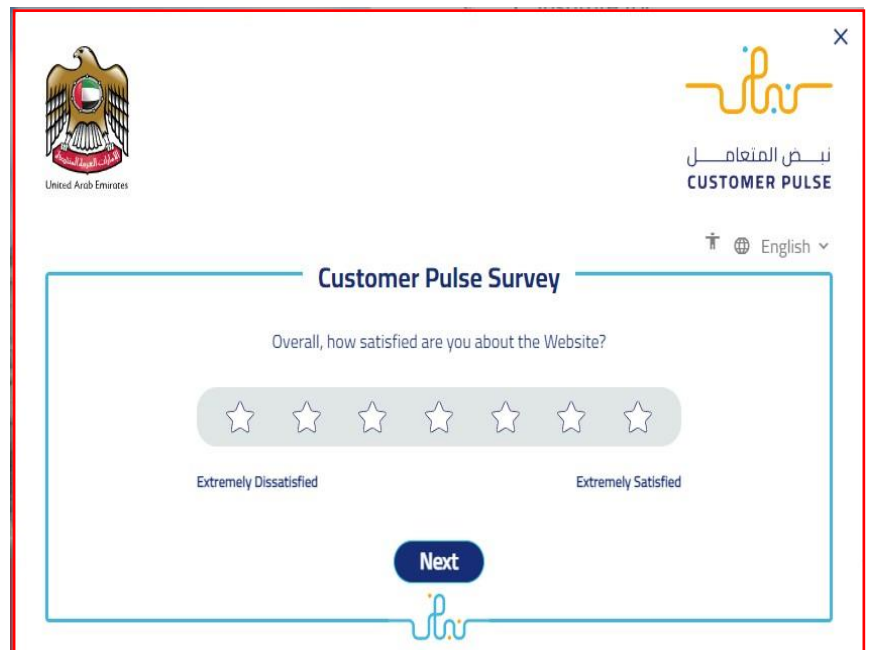
You will receive an email to confirm the appointment.



Customer Pulse:

After sending the appointment request through e-services (<https://eservices.zu.ac.ae/main/Services/Servicecard>), a customer pulse review will appear for you to fill out.

After requesting the service, complete the form that appears.



The screenshot shows a web-based survey form titled "Customer Pulse Survey". At the top left is the United Arab Emirates national emblem. At the top right is the Zayed University logo and the text "نقص المتعامل CUSTOMER PULSE". Below the title, the question asks "Overall, how satisfied are you about the Website?". A rating scale consists of seven stars, with the first three stars filled and the last four empty. Below the stars, "Extremely Dissatisfied" is on the left and "Extremely Satisfied" is on the right. A blue "Next" button is centered at the bottom of the survey area.