

# Scheduling an Online Appointment with OASIS

go to: [ric.mywconline.com](http://ric.mywconline.com)

Schedule your appointment by clicking an available time slot. You will see this window:

**Create New Appointment**

**Appointment Date**  
Wednesday, March 18, 2020: 11:00am ▼ to 12:00pm ▼

**Staff or Resource**  
Online Test (Test)

**APPOINTMENT LIMITS:** Appointments must be 1 hour in length.

**Meet Online?**

Yes. Schedule **Online** appointment.  
If you choose an online appointment, log back in to this website approximately five to ten minutes before the start of your appointment. Then, open this appointment and click "Start or Join Online Consultation."

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CREATE APPOINTMENT CLOSE WINDOW

Click **CREATE APPOINTMENT**

The confirmation window will look like this:

**View Existing Appointment**

**The appointment was saved successfully.** Continue working with the appointment below or close this window if finished.

**Appointment Date**  
Wednesday, March 18, 2020  
11:00am to 12:00pm

**Staff or Resource**  
Online Test (Test)

**ONLINE**  
CREATED: Mar. 18, 2020 8:49am by Test Acct

**MEET ONLINE? ONLINE**

If you choose an online appointment, log back in to this website approximately five to ten minutes before the start of your appointment. Then, open this appointment and click "Start or Join Online Consultation."

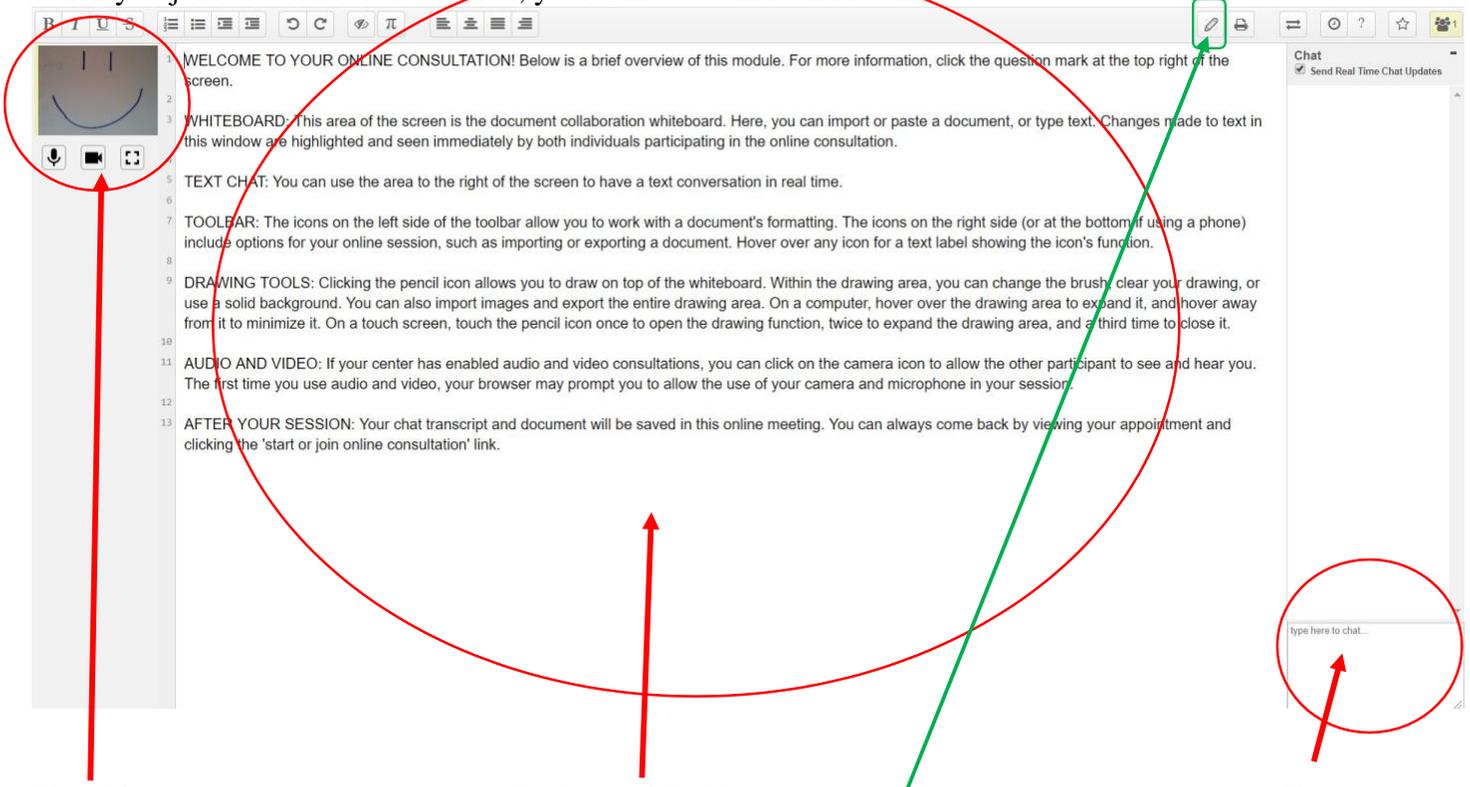
**START OR JOIN ONLINE CONSULTATION**

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CLOSE WINDOW EDIT APPOINTMENT CANCEL APPOINTMENT

When the time comes for the start of your appointment, click the appointment and the above window will appear again. Click "Start or Join Online Consultation" and wait for your tutor to arrive.

When you join the online consultation, your window will look like this:



The video

Typing and Writing  
(saved for viewing after the appt)

Chat  
(also saved)

To draw in the "white board" area in the center, click the pencil

One box to the right is a print option

Two boxes to the right is a little timer, clicking this will let you replay the session