

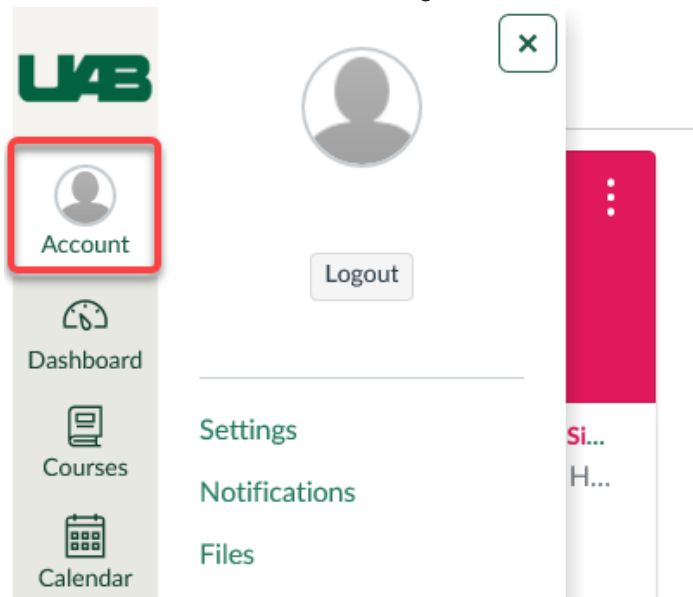
# Instructional Design & Support **UAB** **SHP**

## Tuesday Tip

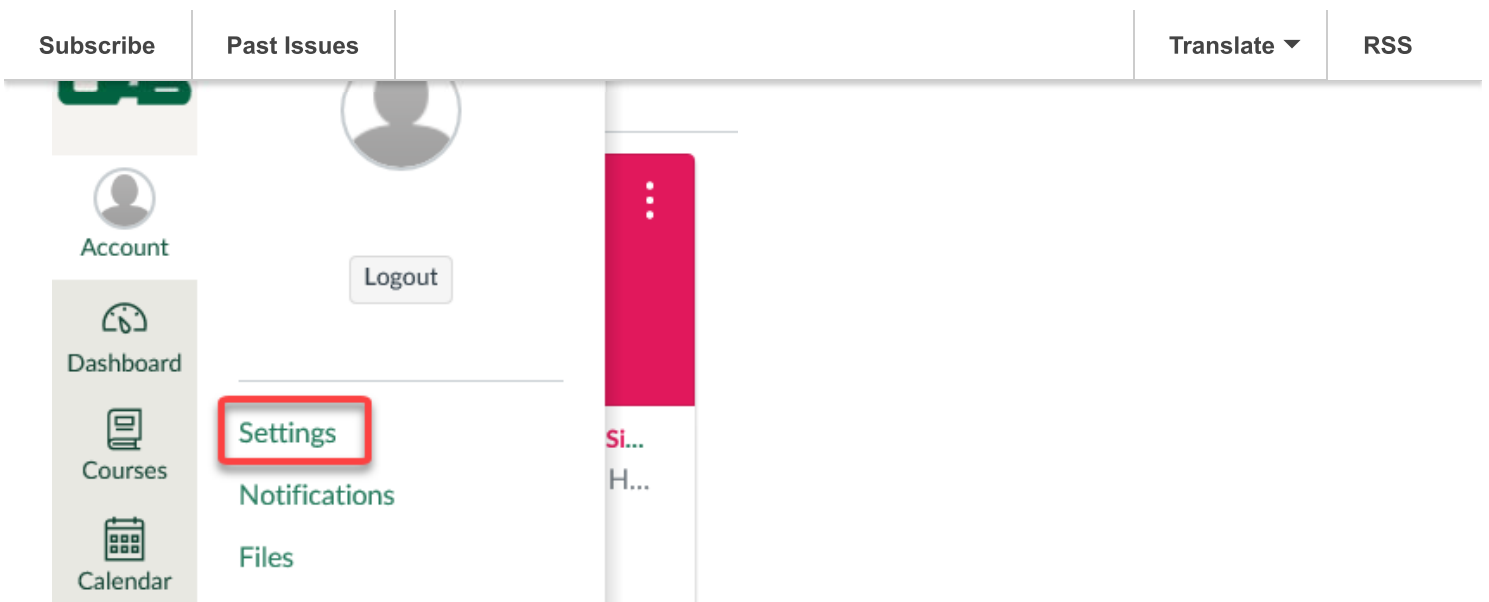
### UAB Advising Appointment Manager

UAB is excited to announce a new, streamlined way for students to make an advising appointment with their academic advisor. They can access the advisors' appointment availability online, create an appointment, manage an appointment, and receive automatic email and text reminders. To access the Appointment Manager through Canvas, students can follow these steps:

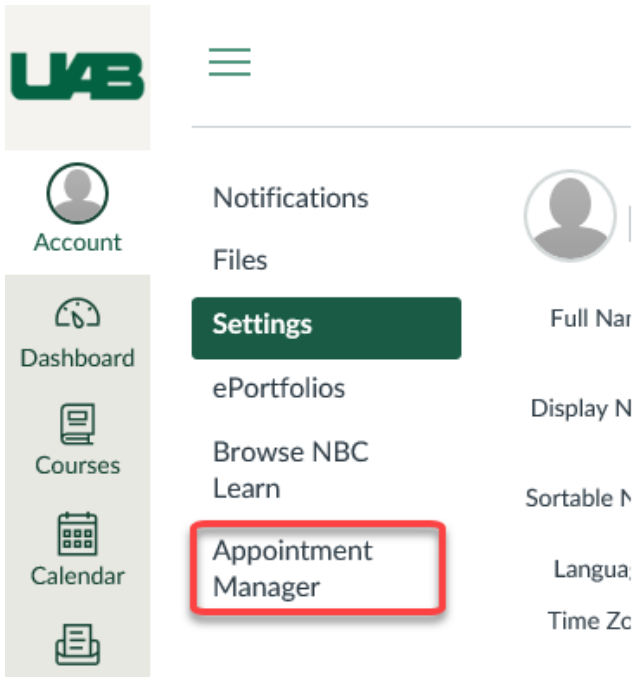
1. Click on Account in the left navigation bar:



2. Click on Settings:



3. On the Settings page, they will see an Appointment Manager tab:



Clicking on this tab will open the Appointment Manger in Canvas:

[Account](#)[Dashboard](#)[Courses](#)[Calendar](#)[Inbox](#)[Help](#)[Student Resources](#)

## UAB Advising Appointment Manager

Now you can schedule an appointment online with an academic advisor through the UAB Advising Appointment Manager! You are able to get email and text reminders, check-in for appointments, provide feedback, and cancel/reschedule appointments all online and even on your phone!

### Schedule Appointment

To schedule a new appointment click here...

[Schedule Appointment ↗](#)

### View/Cancel Appointment

To view or cancel an existing appointment click here...

[My Appointments ↗](#)

### Your assigned advisors

For more information, please contact the [IDS team](#).  
View all of our Tuesday Tips on our [SHP/IDS website!](#)

#### UAB|SHP Instructional Design & Support

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