

Scheduling Office Hour Meetings On Canvas for Dr. Page's Classes Spring 2022

The screen captures below are the steps to schedule office hour meetings on Canvas. The steps are the same regardless of the class.

The scheduling blocks in the calendar are for 30 minutes. You can schedule the amount of time you feel you need—as long as the blocks are available. For instance, if you have a quick question/issue, you can schedule one block (30 min). However, if you have a more complicated question/issue, you can schedule multiple, contiguous blocks (60+ min).

Start at the syllabus page of Canvas

The screenshot shows the Canvas LMS interface for a course titled "Syllabus for 2224 PSY 0206 SEC2". The main content area displays the "Course Syllabus" page, which includes a large abstract image of a face. Below the image, there is a link to download the syllabus: "Spring 2022 Abnormal Syllabus".

The right sidebar contains a calendar for January 2022 and a table titled "Assignments are weighted by group:".

Group	Weight
Assignments	0%
Unit Exams	60%
Final Exam	40%
Extra Credit	0%
Total	100%

Scroll to the Course Summary at the bottom of the page.

Spring Term 2021-2022

- Call Crisis Intervention at The Guidance Center at 814-362-4623 or 1-800-459-6568
- Go to the emergency room of [Bradford Regional Medical Center](#) or nearest hospital
- Reach out to the Crisis Text Line – text HELP to 741.741
- Reach out to the National Suicide Prevention Lifeline – call 1-800-273-8255
- For more information and resources to support student well-being, visit the [Pitt-Bradford's Counseling Services website](#) and look for more information in upcoming newsletters.

Course Summary:

Date	Details	Due
Mon Jan 10, 2022	Dr. Page's Office Hours	1pm to Jan 12 at 4pm
Tue Jan 11, 2022	PSY 0206 ABNORMAL PSYCHOLOGY Class	2:30pm to 3:45pm
Thu Jan 13, 2022	PSY 0206 ABNORMAL PSYCHOLOGY Class	2:30pm to 3:45pm
Tue Jan 18, 2022	PSY 0206 ABNORMAL PSYCHOLOGY Class	2:30pm to 3:45pm
Thu Jan 20, 2022	PSY 0206 ABNORMAL PSYCHOLOGY Class	2:30pm to 3:45pm
Tue Jan 25, 2022	PSY 0206 ABNORMAL PSYCHOLOGY Class	2:30pm to 3:45pm

Select the “Dr. Page’s Office Hours” link.

You will be directed to a general course summary—select the “Today” button in the upper left corner (if necessary).

Today Jan 10, 2022 – Apr 28, 2022

Week Month Agenda +

Mon, Jan 10

- 1:00pm Dr. Page's Office Hours - 1 Available
- 1:30pm Dr. Page's Office Hours - 1 Available
- 2:00pm Dr. Page's Office Hours - 1 Available
- 2:30pm Dr. Page's Office Hours - 1 Available
- 3:00pm Dr. Page's Office Hours - 1 Available
- 3:30pm Dr. Page's Office Hours - 1 Available
- 4:30pm PSY 0207 PROFESSIONAL SEMINAR IN PSY Class

Tue, Jan 11

- 1:00pm PSY 0101 INTRO TO PSYCH Class
- 2:30pm PSY 0206 ABNORMAL PSYCHOLOGY Class

January 2022

CALENDARS

- Gregory Page
- Intro to Psych Spring 2022
- Abnormal Psych Spring 2022
- Pro-Sem Spring 2022
- Counseling Spring 2022
- Counseling Lab Spring 2022
- 2224 PSY 1496 SEC2020
- INTERNSHIP IN COUNSELING PSYCH
- Fall 2020 Intro to Psych
- Fall 2020 Abnormal

UNDATED

All of my available office hour times are shown (you will also see calendar events for your other classes).

Select a time and click “Reserve” to schedule an appointment.

The screenshot displays the Canvas LMS calendar interface. A modal window titled "Dr. Page's Office Hours" is open, showing details for a reservation on Jan 10, 1pm - 1:30pm. The modal includes fields for Calendar (2224 PSY 0206 SEC2025 ABNORMAL PSYCHOLOGY), Location (Zoom), Details (https://pitt.zoom.us/j/2902802586), Slots (1 available), and a Comments section. A "Reserve" button is visible at the bottom of the modal. The background shows the Canvas calendar grid with a sidebar on the left containing navigation links like Account, Dashboard, Courses, Inbox, History, and Help. The top navigation bar includes links to My Schedule, CANVAS Dashboard, Pitt-Bradford, PITT Portal, NOAA, WYEP, Google, SPARS Portal, Outlook Web App, and Welcome to Panopto. The bottom status bar indicates the user is logged into Student View and provides options to Reset Student or Leave Student View.

You have now reserved an office hour meeting.

Out of courtesy, I request you also email me that you have scheduled an appointment through Canvas (and when it is). The canvas calendar does not communicate with Outlook—I am more attentive to my Outlook Calendar (linked to Office email) than Canvas Calendar. This courtesy email will make sure that I am aware of the meeting and so I can look for you in my Zoom Room.

<https://pitt.zoom.us/j/2902802586>