How to Find Your Drop-In Tutoring Session in the
TLC BLA Tutoring Online Community

1. Enroll in our Business and Liberal Arts (BLA) Online Tutoring Community by following these instructions. Once you’ve joined our BLA Blackboard Community, you can drop-in for tutoring anytime a session is offered. Simply, follow the steps below to find a tutoring session. You can find our current tutoring schedules for Business and Economics and Liberal Arts on the corresponding TLC webpages.

2. Go to the MyTU webpage (https://mytu.towson.edu/app/ui/home) and click on the Blackboard option. Log in with your TU username and password.

3. Click on Community.

4. Look for the My Organization section and click on TLC Business and Liberal Arts Online Tutoring Community.
5. The Community Room will appear on your screen. Find the tutoring session for your class with the corresponding date and time. **Only active sessions will appear with black text**, like the Training Session Room, you see depicted here. The inactive sessions will be represented with gray text. For this example, we are looking for LEGL 225 tutoring on 5/26/20.

6. When you find the appropriate folder for your session, click on it to reveal the individual weekly drop-in sessions. Then find the session for the date and time you plan to attend. Then, click on the 3 dots in the circle to the right of your session to open the Join Session option.
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7. Click on the Join button to connect to the session.

8. Once you have joined your session, access the chat feature by clicking on the Purple menu button and expand your access to Blackboard tools. Then, click on the chat icon.

7. When you leave the session, expand the menu in the upper left of your screen. This will give you access to the Leave Session option. If you do not use this function, you may remain signed into this Blackboard session after you’ve left.

*Need assistance in accessing our drop-in tutoring sessions? Please contact Cindy Smidt, the Coordinator for BLA Peer Tutoring, at csmidt@towson.edu, and we can schedule a time to go over it together.*