

Using Elevate to Book with the Student Success Centre

What is Flevate?

The Student Success Centre (SSC) uses the Bevate platform to allow students to book appointments. You would use Bevate to book an appointment to meet with a writing tutor, academic development specialist, or exploratory advising. As a student, you can use Bevate to book with other services on campus such as Career Services, Leadership and Student Engagement and some advising offices.

Instructions

Step 1: Go to Student Success Centre website

To access the Bevate booking portal from the <u>Student Success Centre</u> webpage choose the Book an appointment button on the main page. You can also login to Bevate directly at elevate.ucalgary.ca.

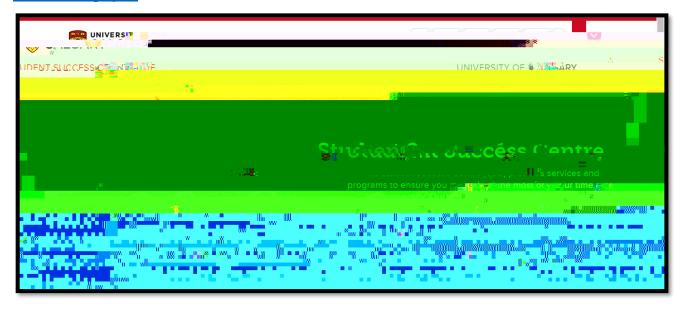
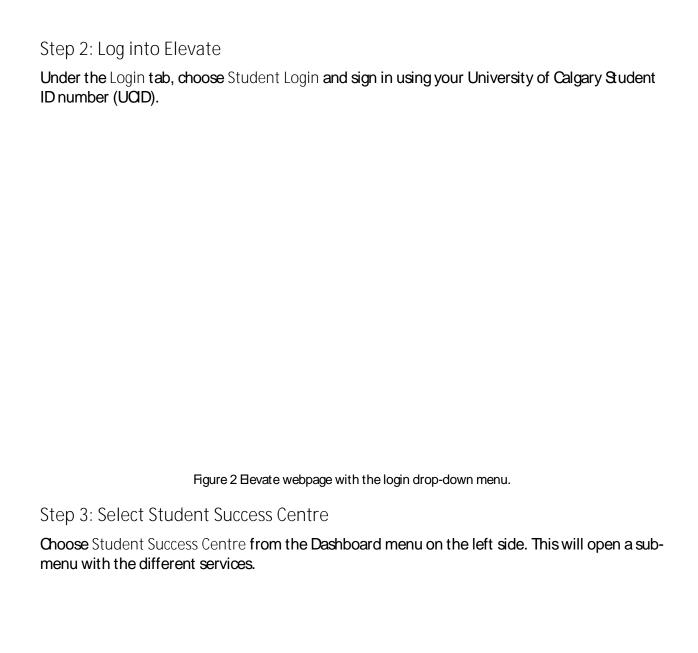


Figure 1 Student Success Centre homepage.



Step 4: Choose a service
Select which service you would like to access from the Student Success Centre sub-menu.
Figure 4 Student Success Control gub monu showing the variety of convices
Figure 4 Student Success Centre sub-menu showing the variety of services.
Step 5: Select

Step 6: Check appointment availability

Select the appointment type you would like to book to see the next available dates.

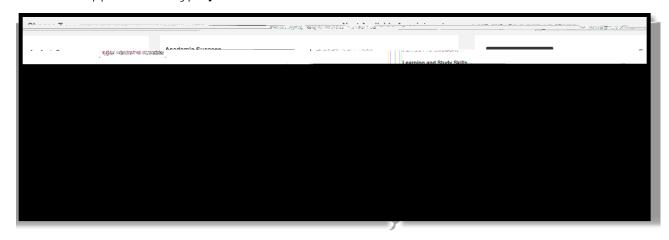


Figure 6 Appointment type details with upcoming available appointments.

Step 7: Choose an appointment time slot

Choose an open appointment time slot. If the calendar does not show any appointment slots, all available appointments have been booked. If you have an urgent concern, please email success@ucalgary.ca for assistance.

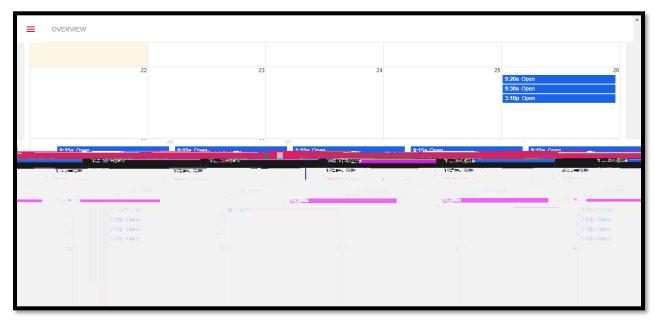


Figure 7 Monthly calendar displaying open time slots.

Step 8: Fill in the appointment information

Enter your phone number and reason for booking the appointment, for example, you may want to work on study skills or time management. Once all your details have been entered, choose Book Appointment