Getting Started With ETutoring

1. Open an Internet browser (Internet Explorer, Firefox, etc.)

2. Go to http://www.etutoring.org

3. Click on the red triangle that says "Login Now!"

4. In the popup box, select "Northeast eTutoring Consortium." Then click on the drop-down menu below Select Your Institution: and scroll down to Passaic County Community College.

5. Type in your Username. Your user name is the same as your PCCC Campus Cruiser login name. (If you are not sure what your user name is, go to pccc.edu, then My PCCC Account, then What's my ID?)

6. Type in your Password. Regardless of what your password is in Campus Cruiser, your password for eTutoring is the last 6 digits of your Social Security number (or last 6 digits of your student ID number if you did not provide the College with a SSN).

7. Click on Sign In. If you cannot sign in, please fill out an Etutoring Help Request Form: http://www.pccc.edu/online_learning/etutoring-help-request-form

8. You can change your password if you want after you log in for the first time.

9. Read and accept the eTutoring Terms and Conditions by checking the "I agree to all terms and conditions" box at the bottom of the page.

10. Take a few minutes to look over the services available to you through eTutoring. The 3 major services are eChat, eQuestions, and the eWriting Lab. The eWriting Lab is where you can submit papers and essays for review.

11. To submit an essay, click on eWriting Lab.

12. Read the instructions carefully, then click the checkbox at the bottom of the page.

13. To submit a new assignment, click on Submit a New Writing Assignment.

14. Before you submit your first essay to eTutoring, you need to be sure you understand how to complete the eWriting Student Submission Form. Take some time to look it over and ask your instructor if you need assistance.

15. After you have completed the eWriting Student Submission Form, you will need to upload your assignment. Follow the instructions at the bottom of the page to Upload Your Assignment. (Obviously, you will need to have written an essay and saved it on a disk or your hard drive in order to upload it and submit it to eTutoring.)