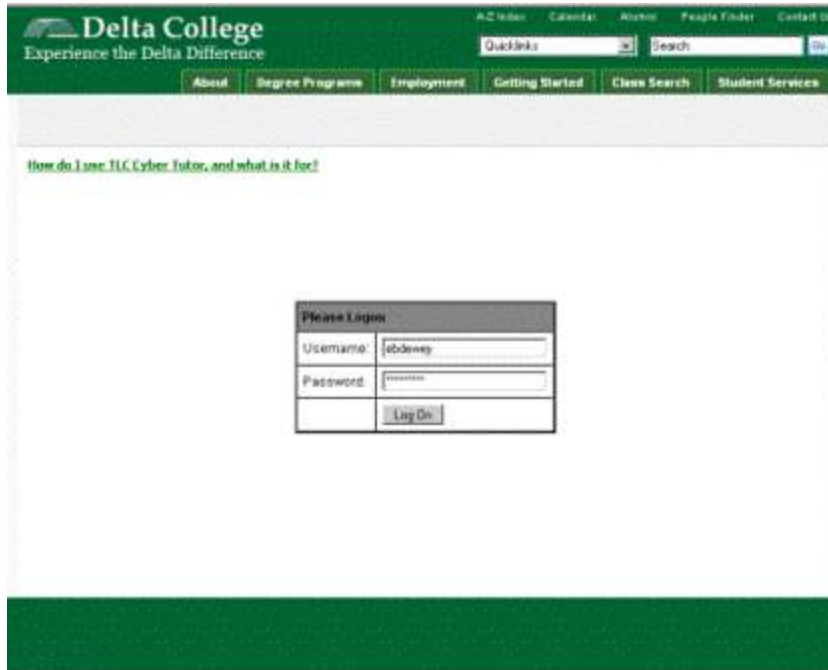


How to Access TLCCyberTutor from the Teaching/Learning Center

Get tutoring from home, or from a K-wing lab, or the Planetarium, or anywhere you access the Internet, with CyberTutor! All you need is your MyDelta name and password! Here's what will happen:

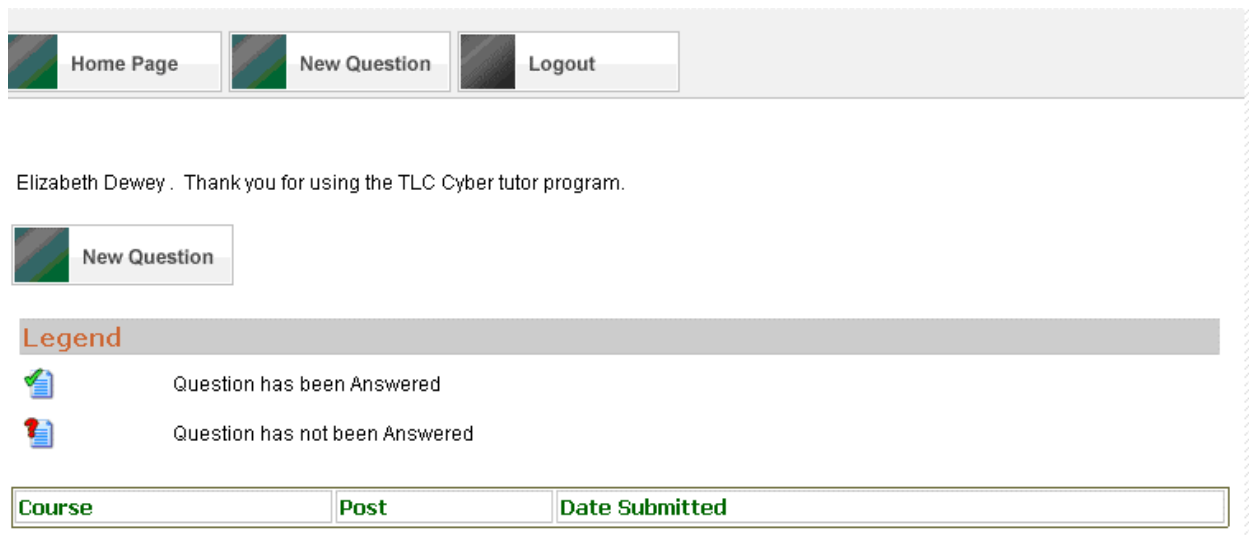
Go to TLCCyber at <http://www.delta.edu/TLCCyber>



The screenshot shows the Delta College website header with the logo and navigation menu. Below the header, there is a search bar and a link to "How do I use TLC Cyber Tutor, and what is it for?". The main content area features a "Please Login" form with fields for "Username" (containing "jbdewey") and "Password" (masked with asterisks), and a "Log On" button.

At this first screen, enter your MyDelta username and password and click Logon:

On the second screen you'll see your question "legend"-- a list of questions you have submitted and whether they have been answered. To ask a new question, click the **New Question** button!



The screenshot shows the TLCCyberTutor interface. At the top, there are three buttons: "Home Page", "New Question", and "Logout". Below these buttons, a message reads: "Elizabeth Dewey . Thank you for using the TLC Cyber tutor program." Below the message is a "New Question" button. A "Legend" section follows, with a green checkmark icon for "Question has been Answered" and a red question mark icon for "Question has not been Answered". At the bottom, there is a table header with three columns: "Course", "Post", and "Date Submitted".

Now you'll see a screen with familiar e-mail features. At **Select your class**, choose which of your classes you want help with. Please be sure to select the correct course!

Leave the **Notify me** box checked, so you will receive an e-mail when your question has been answered.

You can **Upload a file** such as a Word or Excel document that you would like the tutor to see and comment on.

Use a **Subject** that refers to your question-- "Fractions," or "Commas," or "2004 elections."

Then **Enter Your Question**. You can write a fairly lengthy message and use email formatting features such as bold or italics.

Click **Post Your Question**.

The screenshot shows the 'Submit a Question' form. At the top, there are three buttons: 'Home Page', 'New Question', and 'Logout'. Below these is the 'Basic Information' section, which includes a 'Select your class:' dropdown menu with 'AST-111L-01' selected, a checked checkbox for 'Notify me at my Delta College email account when this question is answered.', and an 'Upload a file to post with your question' section with a 'Browse...' button. The 'Compose Your Question' section has a text box for 'Subject, or a brief description of the question', a rich text editor for 'Enter your question details below' with a toolbar, and a 'Post Your Question' button at the bottom.

The screenshot shows the Delta College website navigation menu. At the top, there is a green header with the Delta College logo and the tagline 'Experience the Delta Difference'. Below the header is a navigation bar with buttons for 'About', 'Degree Programs', 'Employment', 'Getting Started', 'Class Search', and 'Student Services'. Below the navigation bar is a search box with 'Quicklinks' and a search button. Below the search box is a 'Submit a Question' section with three buttons: 'Home Page', 'New Question', and 'Logout'. Below the buttons is a 'Thank You for submitting your question' message and three links: 'Submit Another Question', 'Go back to the main page', and 'Log Out'.

Now you may **Submit Another Question**, which will take you to the Question screen;

Or **Go back to the main page**, which will take you to the second screen;

Or **Log Out**, which will take you to the first screen above.

You will receive an email in your Delta Webmail account when your question has been answered. Use the steps above to access TLCCyberTutor and see the reply!

CyberTutor will show you a record of all questions you have submitted and their answers for the current semester.