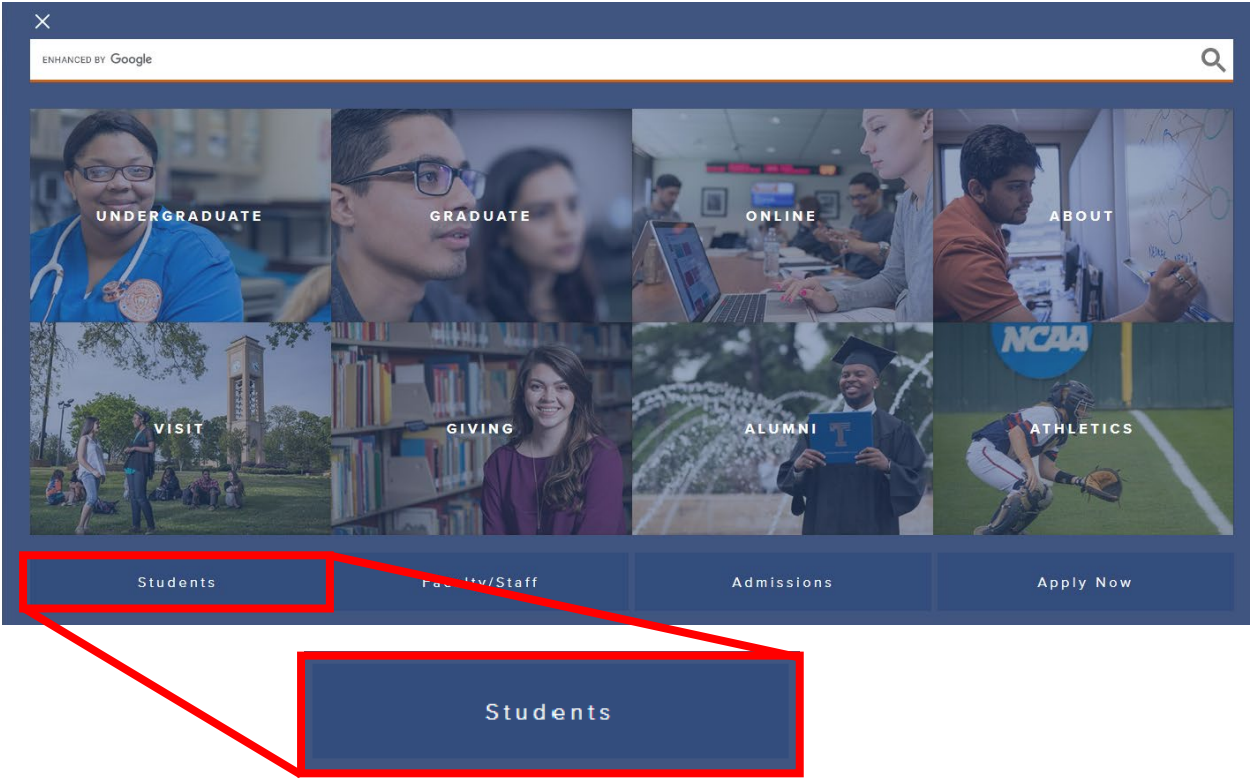


# How do I find my advisor in EAB-Navigate?

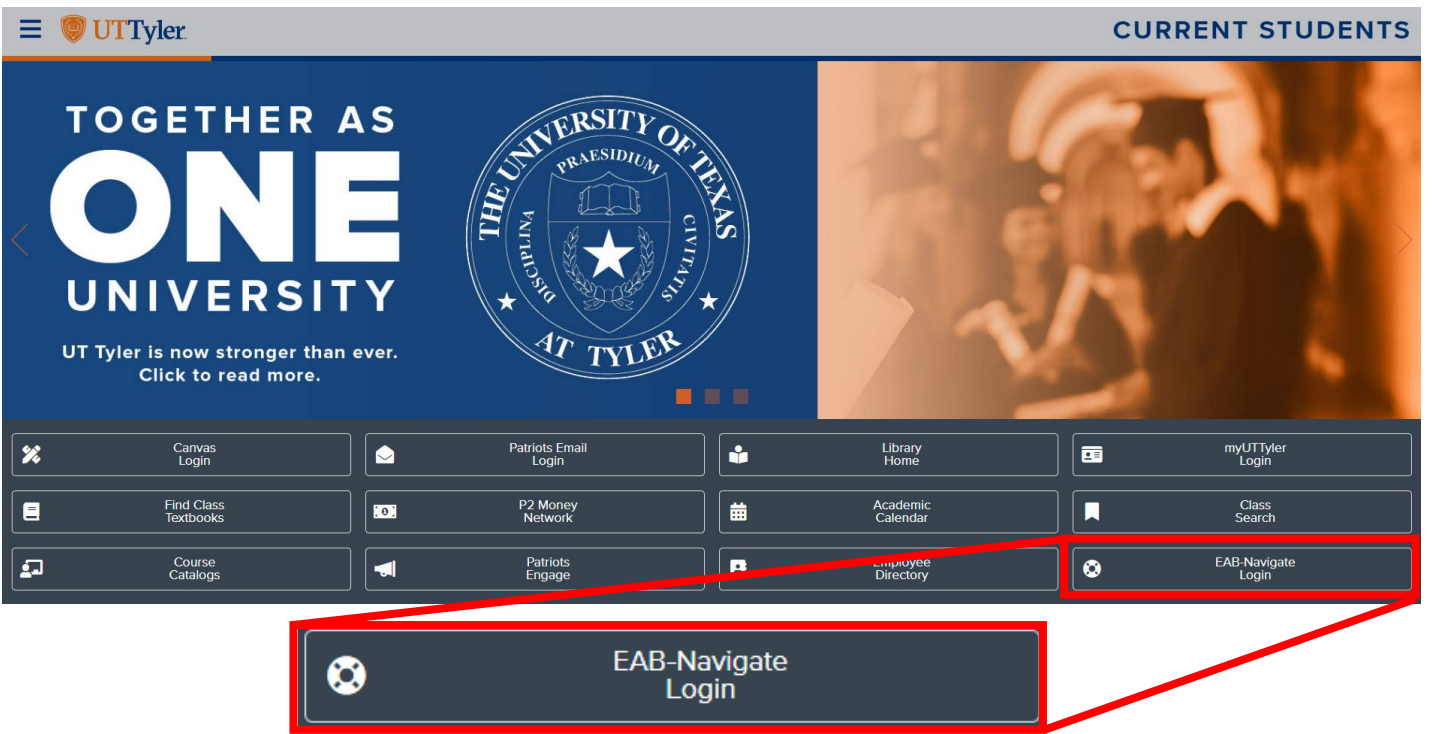
From the UT Tyler home page (<https://www.uttyler.edu/>), click on the “hamburger” (three line) menu in the upper left-hand corner of the screen.



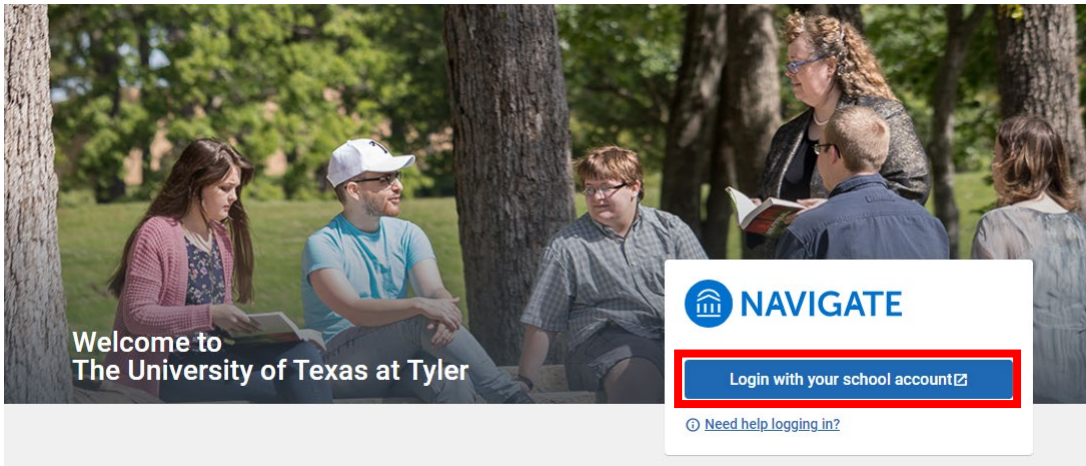
This will bring up a fly-out menu. Select “Students”



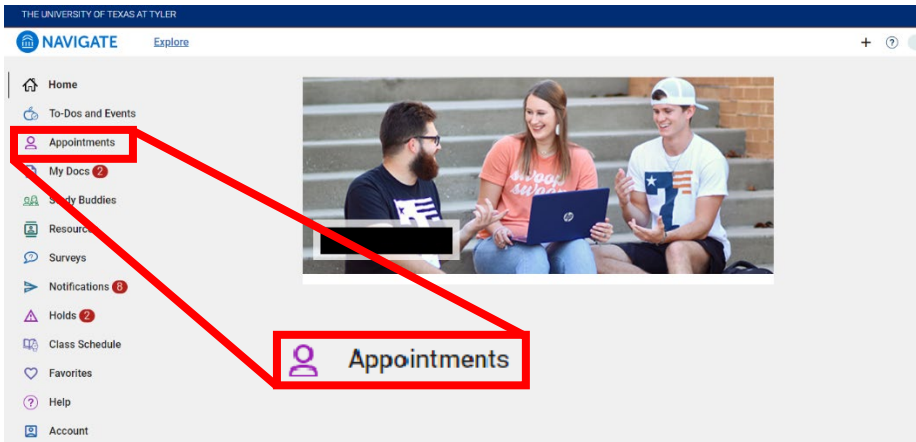
This is the “Current Students” landing page. Select “EAB Navigate Login” from the links at the bottom of the page.



This will bring up the Navigate login page. If you are logging on from a campus computer, it should auto login once you click the blue “Login with your school account” button. If not, enter your Patriot login credentials when prompted.



Once you are logged in, it will bring up your Navigate home page. From the left-side menu, select “Appointments”



From the “Appointments” window, click on the blue “Schedule an Appointment” tab.

## Appointments

[Schedule an Appointment](#)

- My Appointments**
- My Team
- History

This will bring up the “New Appointment” window. By default, “Advising” will be selected in the “What type of appointment would you like to schedule” field. Select a service by clicking on the drop-down menu, and then pick a date to schedule an appointment. Once you have your date selected, click the “Find Available Time” button.

## New Appointment

### What can we help you find?

Below, you will find available options for scheduling an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for dropping in or requesting an appointment.

### Other Options

[View Drop-In Times](#)

[Meet With Your Success Team](#)

\*What type of appointment would you like to schedule?  
Advising X

\*Service

Pick a Date   
April 11, 2023

**Find Available Time**

\*Service

- 90+ Credit Hours Check
- Change of Major/Minor
- Student File Review

This will bring up the schedule of availability for your success team and will allow you to select your meeting time and preferences. Once you have done that, click on the light blue time slot button for the time you wish to schedule.

### All Filters

[Start Over](#)

What type of appointment would you like to schedule?

Advising

Service

Student File Review

Pick a Date

April 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Staff

Search by name

How would you like to meet?

Search by type

ADVISING STUDENT FILE REVIEW

### School of Psychology

[View individual availabilities](#)

Mon, Apr 24th

1:00 - 2:00 PM 2:00 - 3:00 PM

Tue, Apr 25th

10:00 - 11:00 AM 2:00 - 3:00 PM

Wed, Apr 26th

9:00 - 10:00 AM 10:00 - 11:00 AM 11:00 - 12:00 PM 1:00 - 2:00 PM 2:00 - 3:00 PM

Thu, Apr 27th

9:00 - 10:00 AM 10:00 - 11:00 AM 2:00 - 3:00 PM

Mon, May 1st

11:00 - 12:00 PM 1:00 - 2:00 PM 2:00 - 3:00 PM

Tue, May 2nd

9:00 - 10:00 AM 10:00 - 11:00 AM 11:00 - 12:00 PM

This will bring you to an overview of the appointment you are scheduling. You can select one or more the checkboxes to receive reminders of your appointment

Once you have reviewed the information, click the blue "Schedule" button to schedule an appointment.

## Student File Review with [REDACTED]

**Care Unit**  
Advising

**Service**  
Student File Review

**Date**  
05/08/2023

**Time**  
11:00 AM

**Location**  
School of Psychology

**People**  
[REDACTED]

### Details

Thank you for scheduling an appointment- I look forward to meeting with you!

Please check your student account prior to the appointment to review any possible holds. If you are meeting to select classes for the next semester, please review your academic progress (in myUTTYler) to start getting some ideas on what you would like to take!

**Phone Appointments:** I will give you a call at your scheduled time. If you miss the call, you can reach me at 903.565.6497.

**In Person Appointment Location: HPR 205**

Address: 3020 Alumni Circle, Tyler, TX 75701

Closest parking: Lot 6 or Lot 8

**Virtual Appointment Zoom Link:**

Join Zoom Meeting

<https://uttyler.zoom.us/j/2285309414?pwd=b3FzN0JqZlZiUDVhNjU3aXFzZk0k0UT09>

Meeting ID: 228 530 9414

Passcode: 019833

One tap mobile

+13462487799,,2285309414# US (Houston)

+12532158782,,2285309414# US (Tacoma)

\*How would you like to meet?

You are seeing the meeting types available for this time slot.

Would you like to share anything else?

Email Reminder



Reminder will be sent to lgardner9@patriots.uttyler.edu

Text Message Reminder



**Schedule**