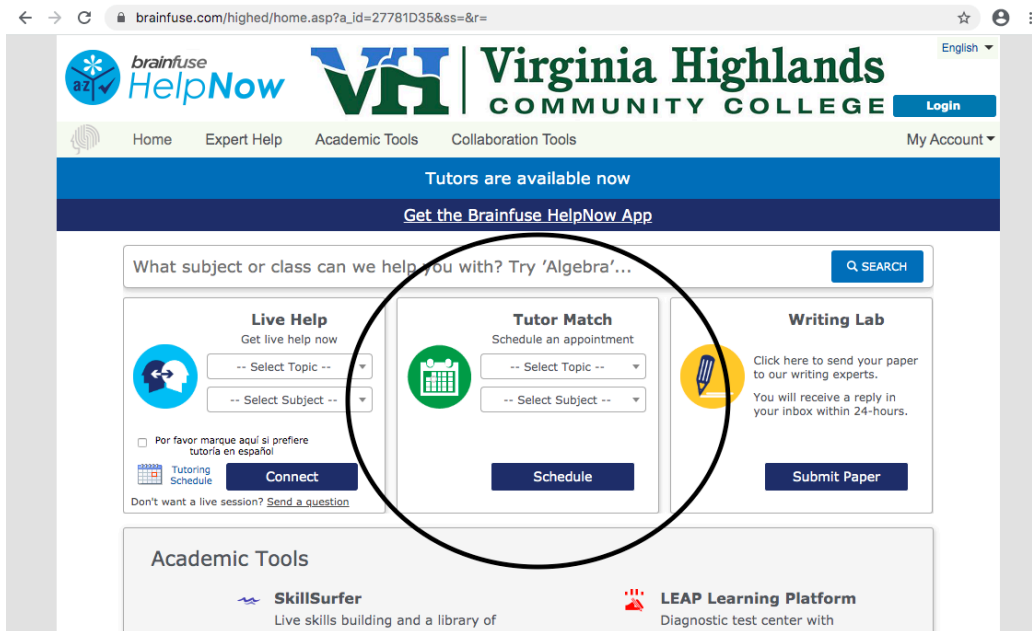
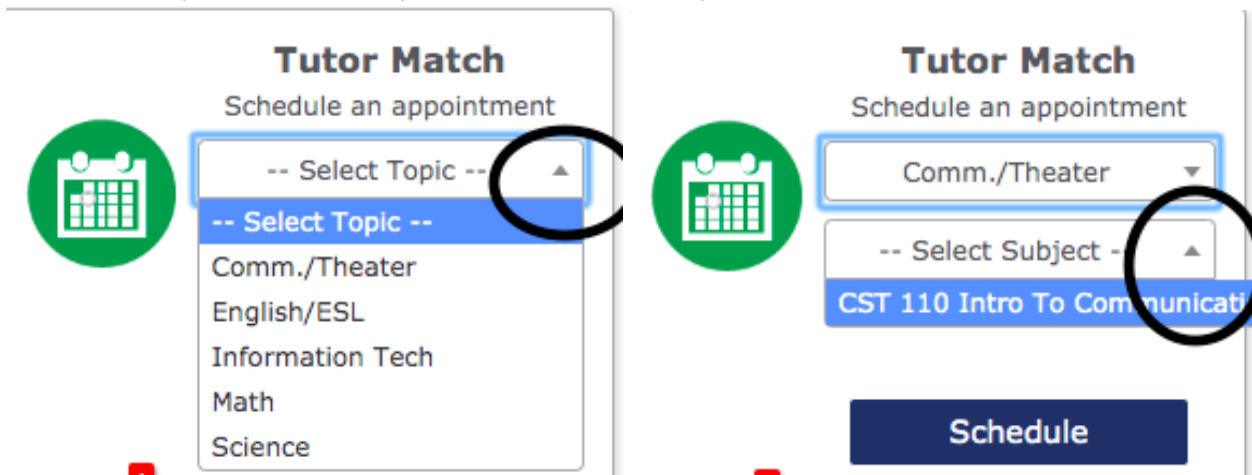


If a student needs online help for their online classes, Brainfuse will be their answer. They can get help from our VHCC academic mentors who know their instructors and can help with VHCC specific classes. This can be done through Brainfuse's Tutor Match section. **Video tutorials for Brainfuse:** [Tutor Match](#) and [Brainfuse Student Overview](#).

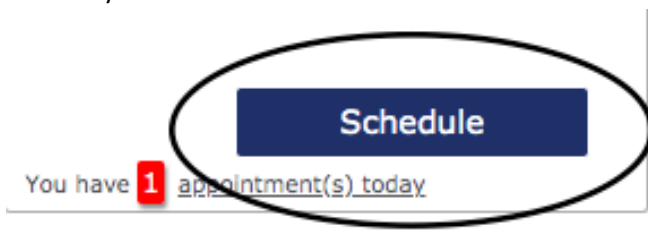
They will need to log in to their MyVHCC portal, choose Brainfuse, and go to the Tutor Match section.



Once there, they will select the subject that best suits the subject of their class.



Then they will select "Schedule."



That will bring them to the "Request Tutoring Session" page.



Welcome To TutorMatch

Request Tutoring Session

Please choose a day with available sessions to select an available timeslot.

Subject: CST 110 Intro To Communication ([Change](#))

Preferred Modality: [Online](#) Available Tutors: [-- Select a tutor --](#)

Your current time zone: **EDT** [Click Here to Change](#)

< > today

March 19, 2020

month day

Thu, Mar 19	Fri, Mar 20 5 sessions available	Sat, Mar 21	Sun, Mar 22	Mon, Mar 23 5 sessions available	Tue, Mar 24	Wed, Mar 25 5 sessions available
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In this example, the student has selected the topic "Comm./Theater" and the subject "CST 110 Intro to Communication." According to the Request Tutoring Session page, there is a tutor available for that subject on Friday, March 20, on Monday, March 23, and on Wednesday, March 25. That is the availability for the coming week. If the student wishes to schedule further than that, they may switch to a "month" view from "day." Let's say the student wants to select a time on Friday, March 20. They click that square.

This will then bring them to a set of options. They may select the time and the mentor they wish to work with.

Thu, Mar 19	Fri, Mar 20 5 sessions available	Sat, Mar 21	Sun, Mar 22	Mon, Mar 23 5 sessions available	Tue, Mar 24	Wed, Mar 25 5 sessions available
-------------	--	-------------	-------------	--	-------------	--

	DillonS1	01:30pm-02:30pm	Select
	DillonS1	02:30pm-03:30pm	Select
	DillonS1	03:30pm-04:30pm	Select
	DillonS1	04:30pm-05:30pm	Select

In this example, the student is choosing "select" on an appointment with DillonS from 1:30-2:30pm. If the student feels their questions/clarifications/essay review will take **longer than an hour, they should select multiple sessions.**

Once selected, the student will have the option to fill out the information below:

Welcome To TutorMatch



Almost Done

Thank you for your session request!

This request is **pending** confirmation from your selected tutor. You will receive an e-mail confirming your request at **Student email**

In the case of a scheduling conflict, you will receive an e-mail asking you to request another time and/or date.

Please read the following to be sure that you are properly set up for a successful tutoring session.

Session with DillonS1

Start: Friday, March 20th 2020, 01:30pm to 02:30pm EDT

Your current timezone is: EDT [Click here to Change](#)

DO NOT change the time zone

Modality: Online

Phone: ☐ Allow SMS Reminder (Carrier's SMS charges may apply)

Notes

This step is optional, but a text reminder might be nice to have.

In order to help your tutor better prepare for your appointment, please provide the following:

Focus/reason for appointment (copy and paste assignment instructions if applicable):

Type in to this text box (where it says "focus or reason for appointment") what you are hoping to cover and who your instructor is.

Request Session

Please be sure to log into Brainfuse/Online Tutoring just before your session starts. You will find your session by clicking My Calendar at the top of the page, then click on Enter to access the session and tutor. If you are no longer available, please cancel this session. You can also cancel the session at a later time by visiting the "My Calendar" page.

Once the student has filled out this screen, they should select "Request Session." Once requested, the student will be taken to the following screen:

Tutor Match

Welcome To TutorMatch

Pending Confirmation

Thank you for your session request!

This request is **pending** confirmation from your selected tutor. You will receive an e-mail confirming your request at **Student Email**

In the case of a scheduling conflict, you will receive an e-mail asking you to request another time and/or date.

Please read the following to be sure that you are properly set up for a successful tutoring session.

Session with DillonS1

Start: Friday, March 20th 2020, 01:30pm to 02:30pm EDT

Your current timezone is: **EDT** [Click here to Change](#)

Modality: Online

Phone:

☐ Allow SMS Reminder (Carrier's SMS charges may apply)

Notes

Please be sure to log into Brainfuse/Online Tutoring just before your session starts. You will find your session by clicking My Calendar at the top of the page, then click on Enter to access the session and tutor. If you are no longer available, please cancel this session. You can also cancel the session at a later time by visiting the "My Calendar" page.

[Cancel Request](#)

[Book Next Week's Appointment](#)

The student's request must then be confirmed by the tutor. Once in the session, the mentor can select features to audio chat (through the computer or phone). No phone numbers will be exchanged. If the tutor does not confirm by the day of the scheduled appointment, or if the student has any remaining questions, they can contact Julianna Jones (MARC coordinator) at jjones1@vhcc.edu.