The WRITE WAY:

WCONLINE Registration & Appointments

- Go to the “For Students” tab in Blackboard and locate WCONLINE in the Write Way module.

  OR

- Type the following URL into your browser: https://fvtc.mywconline.com

FIRST-TIME USERS

1) Enter your username (The same one you use to login to Blackboard/MyFVTC) **WITHOUT** the “@fvtc.edu” at the end.
2) Enter your password (The same one you use to login to Blackboard/MyFVTC)
3) Complete all the items that have a red asterisk (*) next to them
4) Click “Register.” **NOTE:** WCONLINE will send you back to the login screen.

ALL USERS

1) Enter your username (The same one you use to login to Blackboard/MyFVTC) **WITHOUT** the “@fvtc.edu” at the end.
2) Enter your password (The same one you use to login to Blackboard/MyFVTC)
3) Select the appropriate schedule (Appleton or Oshkosh Writing, in this case)
4) Click on an open appointment time (a white box) that a tutor has available and works for your schedule. A pop up screen will appear.
5) Complete all the items that have a red asterisk (*) next to them
6) Click “Save Appointment.” This will close the pop up screen and return you to the schedule page.
7) The appointment slot you selected will change color (depending on the type of appointment you selected) and appear on the scheduling screen.
8) An email reminder has been sent to your email address.
9) Mouse over your name at the top left of the webpage and select “Log Out” at the bottom of the drop-down menu.

**NOTE:** Another email appointment reminder will be sent to the student 24 hours prior to the appointment.

When you meet with the faculty tutor or facilitator you selected and let him or her know that you have entered your appointment, the faculty tutor or facilitator will open WCONLINE and review your information with you prior to beginning your session.