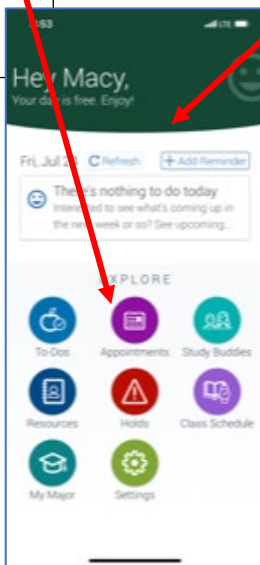


Scheduling an ISAS meeting using



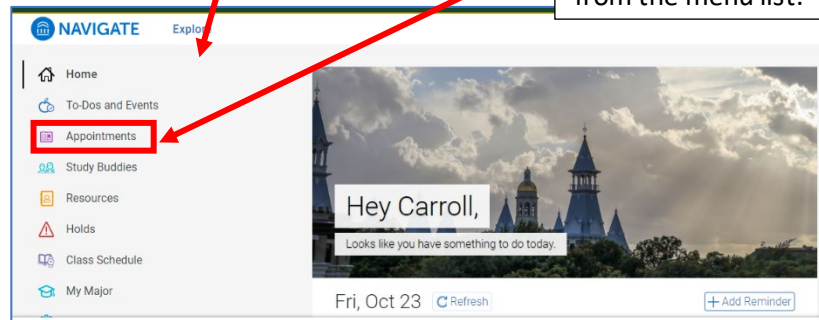
In the [Navigate App](#)/[Navigate Website](#)

Select the **Appointments** circle on your home page.



OR

Select the **Appointments** section from the menu list.



Steps for making an appointment:

- 1 What type of appointment would you like to schedule?
- 2 To help you find a time, please tell us why you'd like to see someone.
- 3 Choose from the following options and click Next.
- 4 What location do you prefer?
- 5 Who would you like to meet with? You may choose more than one person.

If you don't have a preference, just click Next.
- 6 Select the **date and time** that works best with your schedule and **confirm** your appointment.