

Clear the Office Hours Setup Wizard

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Clearing the Office Hours Setup Wizard that shows up on login

When first logging in to Starfish you will see an **Office Hours Setup Wizard**. If you want to clear the wizard without using it to setup an office hours block, select the **Close** button. If you want to ensure that the wizard does not show up every time you subsequently login, uncheck the **"Show me this Office Hours Setup Page again next time I login if I don't have any Office Hours"** checkbox prior to selecting the **Close** button.

Starfish provides a simple and efficient way for people on campus to schedule time with one another; whether that time is face-to-face, over the phone, or even online. All you have to do to get up and running in Starfish is complete the information on the right, which lets people know when you will be available during the term. Then others on campus will be able to schedule appointments with you electronically. It's that easy!

Once you've signed up, you can elect to receive email notifications informing you about your upcoming meetings. Each notice will include the reason for the visit, the person's picture if available, and a link to their profile.

A well-connected campus is a better campus, so start using Starfish now!

Office Hours Setup Wizard

To schedule an appointment, [click here](#).
If your office hours don't repeat weekly, [click here](#).

Go ahead and get started by adding one time block for now! You can always add more later.

1. What day(s) do you have office hours?

M T W T F S S

2. What time are your office hours?

Enter Start Time to Enter End Time

3. Where are they?

Type:

Details:

Instructions:

Show me this Office Hours Setup Page again next time I login if I don't have any Office Hours

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