

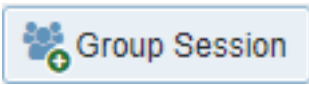

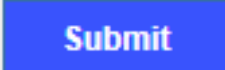
DHG Faculty - Configure group hours for supplemental instruction

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DHG Faculty - Configure group hours for supplemental instruction

1. Log into Starfish from the Montco Connect Portal
2. Select  from the Home or Appointments page
 - Use the  button to change page
3. Enter 'Supplemental Instruction' in the Title field
4. Select the recurrence pattern OR date and time
 - If you select a recurrence pattern, it is highly recommended you select a start and end date in the Start/End Date tab at bottom of Add Group Session window
5. Select the appropriate location (Sim Lab HSC 1400)
6. Select reason = DHG Supplemental Instruction
7. Enter the number of students who may attend the meeting simultaneously
8. Optional: Check 'Allow students to see other students who have signed up'
 - Do **NOT** check the Support Supplemental Instruction checkbox
9. Optional: Add any instructions you wish to share with students
10. Click 

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<https://kb.mc3.edu/article/dhg-faculty-configure-group-hours-for-supplemental-instruction-5870.html>