

ACCOUNTING AND FINANCE TUTOR LAB

IN-PERSON - STIPES 306

MONDAY - THURSDAY

9:00 AM - 3:00 PM

VIRTUAL HOURS

MONDAY - THURSDAY

9:00 AM - 3:00 PM

accttutor@wiu.edu

REACHING OUT TO TUTORS

1. Log in to your WIU email and on the left side of the email account interface, select “chat.”
2. Select “new chat” and type in the tutoring account you would like to reach out to i.e., accttutor@wiu.edu.
3. Select the account once it pops up and start a conversation through the chat.
4. Once agreed upon, you or the tutor can send a video link for further discussion by clicking on the video button and then click on the Video Meeting Google Meet Link to start the meeting.
5. Tutors will help students in the Tutor lab and through Google Chat ONLY!

**DO NOT SEND EMAILS OR ANY VIDEO LINKS
OUTSIDE OF GOOGLE CHAT.**