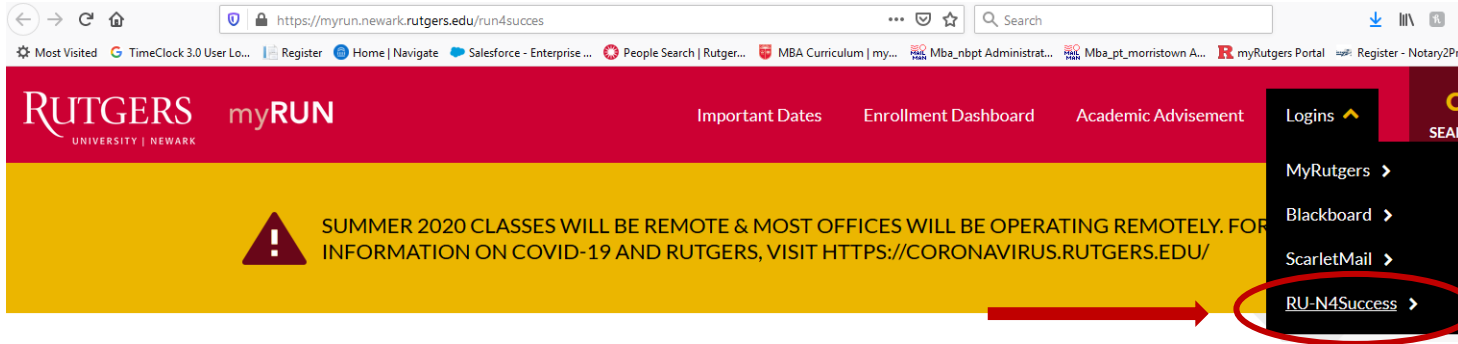
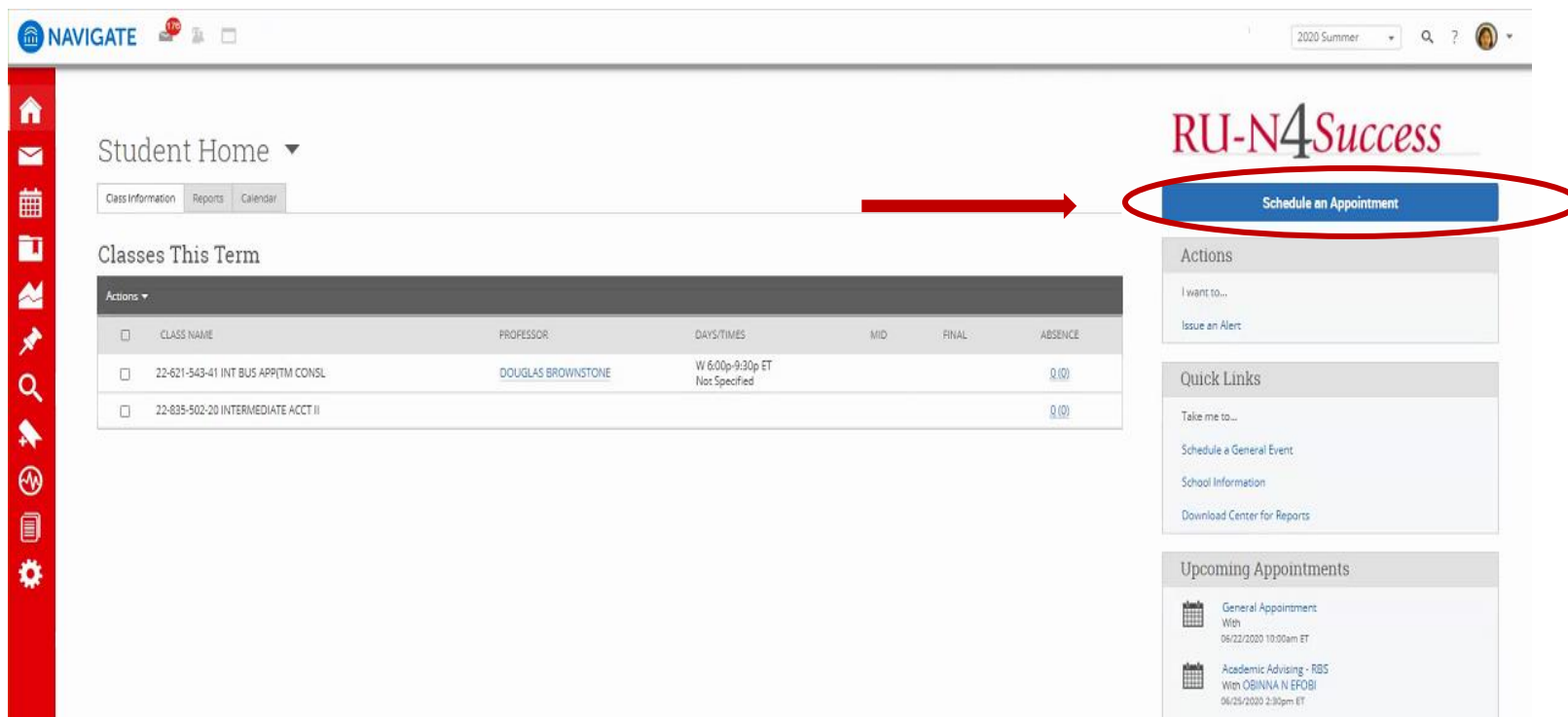


RU-N4Success – Scheduling an Appointment – Procedures

1. Login to RU-N4Success using your Netid and Password: <https://myrun.newark.rutgers.edu/run4succes>

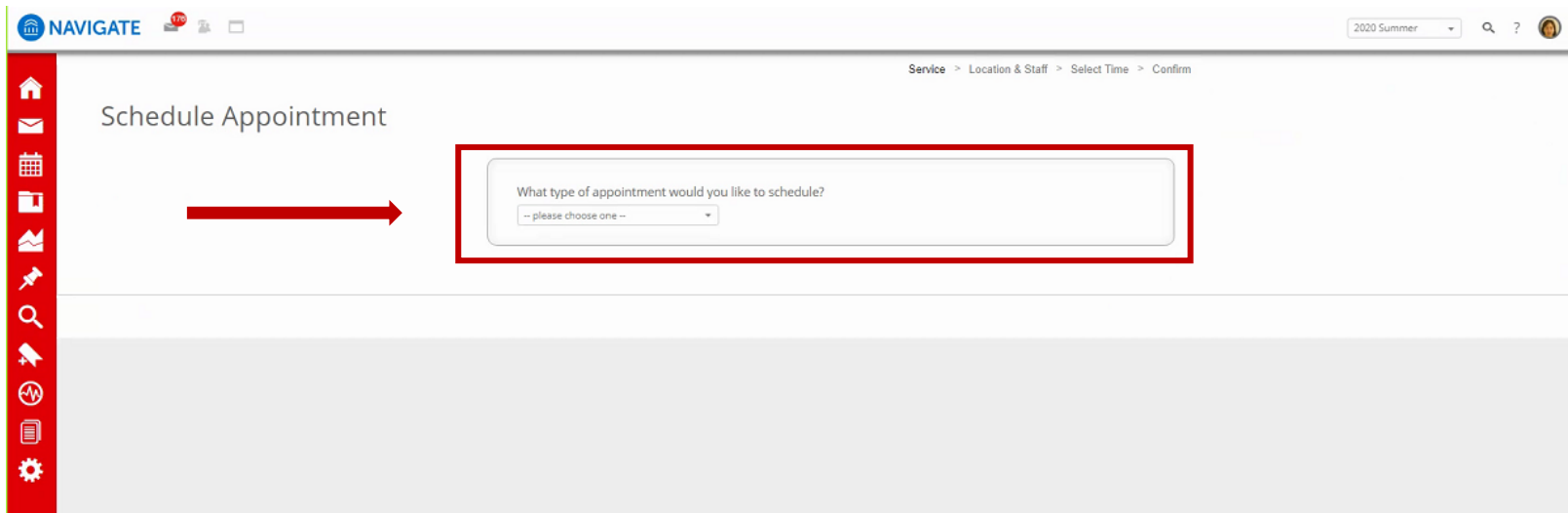


2. Click on “Schedule an Appointment”

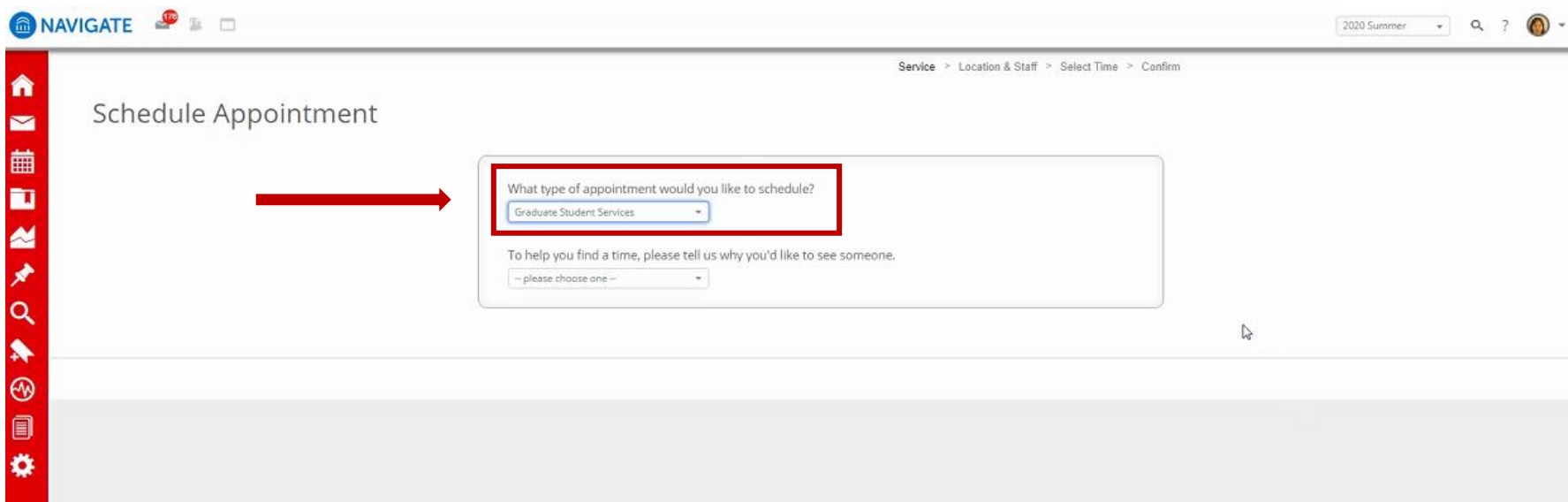


3. On the next screen, use the drop-down box to choose the “type of appointment” you would like to schedule.

RU-N4Success – Scheduling an Appointment – Procedures



4. Choose “Graduate Student Services” from the drop-down box.



5. “To help you find a time, please tell us why you’d like to see someone” → Choose “RBS Graduate Advising – MBA”

RU-N4Success – Scheduling an Appointment – Procedures

NAVIGATE 2020 Summer

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

What type of appointment would you like to schedule?

Graduate Student Services

To help you find a time, please tell us why you'd like to see someone.

RBS Graduate Advising - MBA

Choose from the following options and click Next.

-- please choose one --

6. From the “Choose from the following options and click Next” drop-down box, you will choose your program and your affiliate campus. For Example “MBA (part-time) – New Brunswick Advising or Rutgers Business School- Newark depending on your declared campus selected during orientation with admissions. (If you need to change this at any time, please contact your advisor.)

NAVIGATE 2020 Summer

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

What type of appointment would you like to schedule?

Graduate Student Services

To help you find a time, please tell us why you'd like to see someone.

RBS Graduate Advising - MBA

Choose from the following options and click Next.

-- please choose one --

-- please choose one --

Executive MBA (EMBA) Advising

MBA (Full-time) - Newark Advising

MBA (Part-time) - New Brunswick Advising

MBA (Part-time) - Newark Advising

7. Depending on what program and location, MBA students will choose one of three options. MBA (Part-time) - New Brunswick Advising, MBA (Part-time) - Newark Advising, or MBA (Full-time) - Advising.

RU-N4Success – Scheduling an Appointment – Procedures

NAVIGATE 2020 Summer

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

What location do you prefer?

— please choose one —

— please choose one —

Rutgers Business School * 100 Rockefeller Rd * New Brunswick

Next

8. Please choose the person you would like to meet with from the next drop-down box.

Please select the correct advisor: Part-Time Students: Newark Students: Cyndi Geborde New Brunswick Students: Kathleen Price
Students in the Full-Time Day MBA Cohort: Marc Limata

NAVIGATE 2020 Summer

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

What location do you prefer?

Rutgers Business School * 100 Rocka...

Who would you like to meet with? You may choose more than one person.

Back Next

RU-N4Success – Scheduling an Appointment – Procedures

9. The available days are highlighted in blue. Click on the blue options to see the available times. Once a time is chosen, click “Next”

The screenshot displays the 'Schedule Appointment' interface in the NAVIGATE system. The main content area shows a calendar for 'Times From June 18 To June 22'. The days are Thu, Jun 18; Fri, Jun 19; Sat, Jun 20; Sun, Jun 21; and Mon, Jun 22. For each day, there are 'Morning' and 'Afternoon' slots. The 'Afternoon' slot for Fri, Jun 19 is highlighted in blue and circled in red, with a red arrow pointing to it. The 'Afternoon' slot for Mon, Jun 22 is also highlighted in blue. Below the calendar, there is a 'Back' button and a 'Next' button, both circled in red. A red arrow points from the 'Next' button to the right. The interface includes a top navigation bar with 'NAVIGATE' and '2020 Summer' dropdown, and a left sidebar with various icons.

10. An appointment will not be scheduled until you click the blue, “Confirm Appointment” button.

RU-N4Success – Scheduling an Appointment – Procedures

NAVIGATE 2020 Summer

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

Your appointment has not been scheduled yet. Please review and click Confirm Appointment to complete.

Appointment Details

Who: [Redacted] with **When:** Friday, June 19
1:00pm - 1:30pm ET

Why: MBA (Part-time) - New Brunswick Advising **Where:** Rutgers Business School * 100
Rockafeller Rd * New Brunswick

Additional Details

<https://rutgers.webex.com/meet/kmp249>

All meetings will be held via WebEx at the link above.

Is there anything specific you would like to discuss with KATHLEEN?

Send Me an Email
 Send Me a Text
Please provide your mobile number

Comments for your staff...

Phone Number

[Back](#) [Confirm Appointment](#)