Scheduling DAAP Orientation Advising

Urban Planning

1. Go to canopy.uc.edu, click Starfish, and log-in with your UC username and password.
2. Find your DAAP Orientation Advisor and select the three dots next to her name.
3. Select Schedule.

4. Click on DAAP Orientation Group Sessions to show major selections.
5. Select Urban Planning.
6. Click Continue.

7. Select the day and time that works best for your schedule. Click Continue.
8. Double check the information you selected is correct. If correct, Click Confirm.

9. A green bar appears at the top when you have scheduled successfully. You will also receive a confirmation email to your UC email address.
10. Again, confirm the day and time and that Urban Planning is selected. Any essential information about the location will also be referenced on this screen (and will be sent in your confirmation and reminder emails).