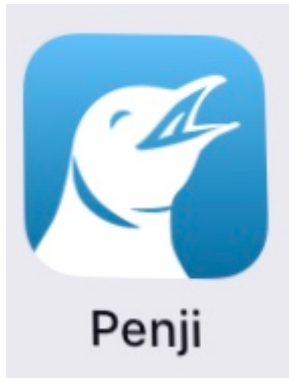


TLC Penji Walkthrough

To access Penji go to your app store and download “Penji”

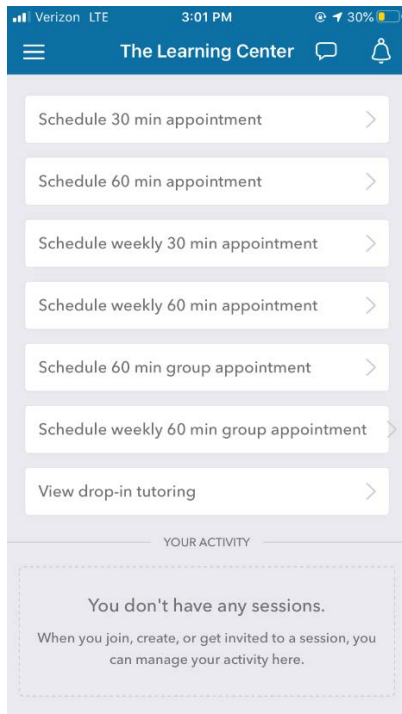


Once you have downloaded the app, open it.

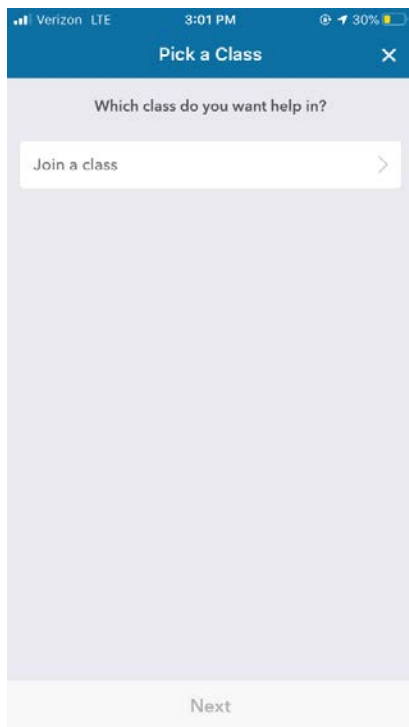


Create your personal account, then tap “Learn.”

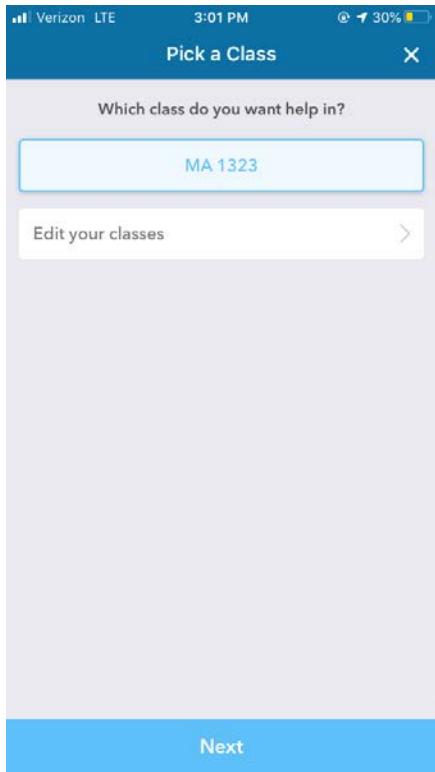
How to schedule a face-to-face tutoring session:



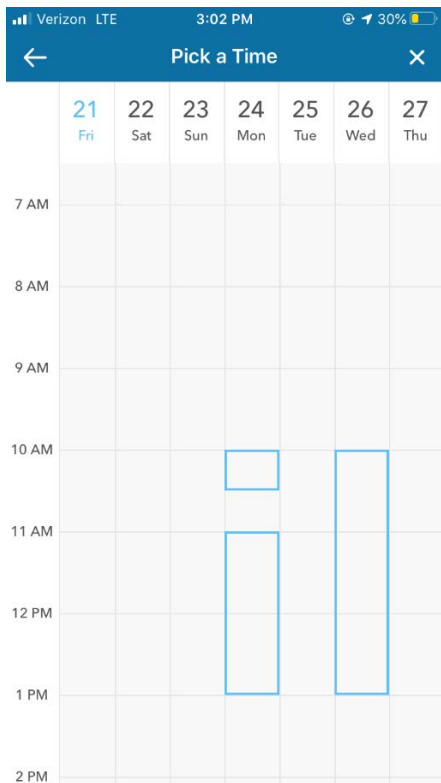
Step 1: Tap learn, then tap which appointment you would like to schedule.



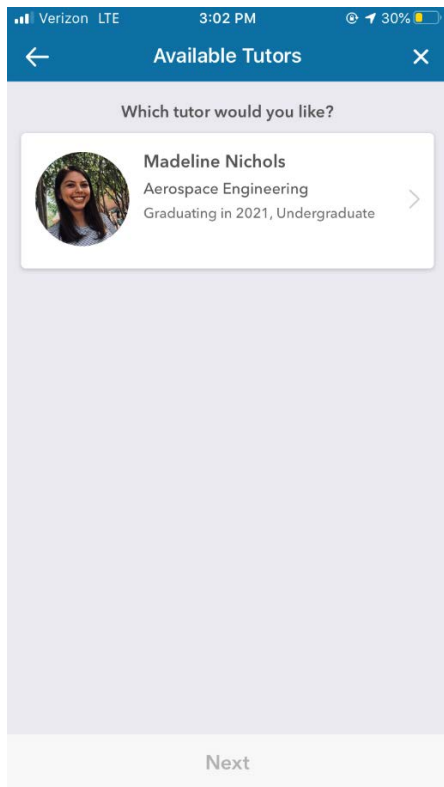
Step 2: Tap "Join a class" and search your desired class.



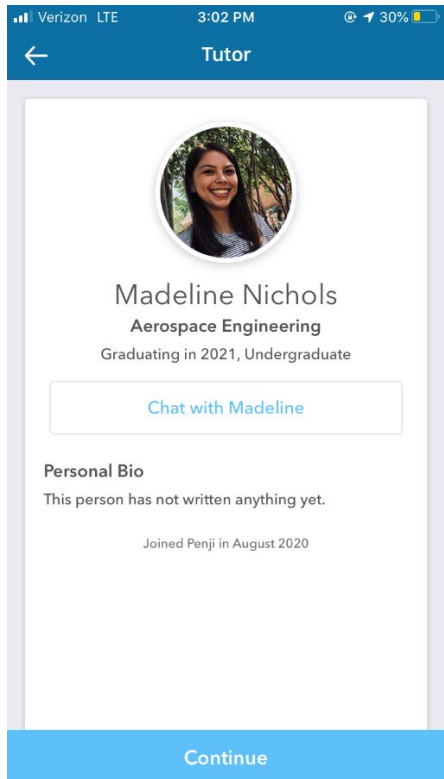
Step 3: Tap on the class you selected and tap “next”



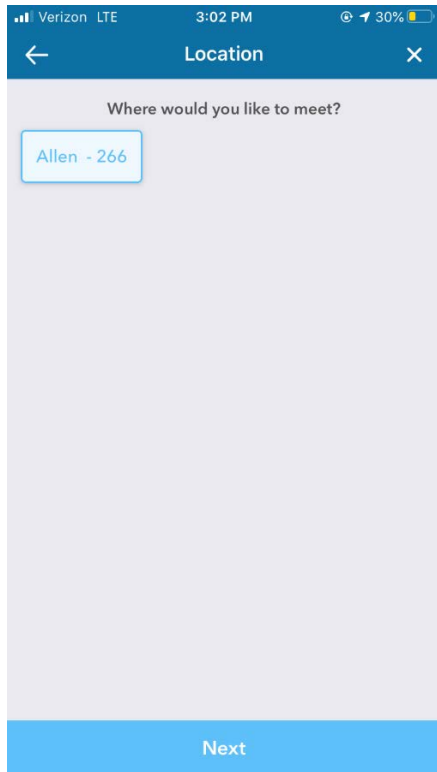
Step 4: Pick the time and day you would like to be tutored.



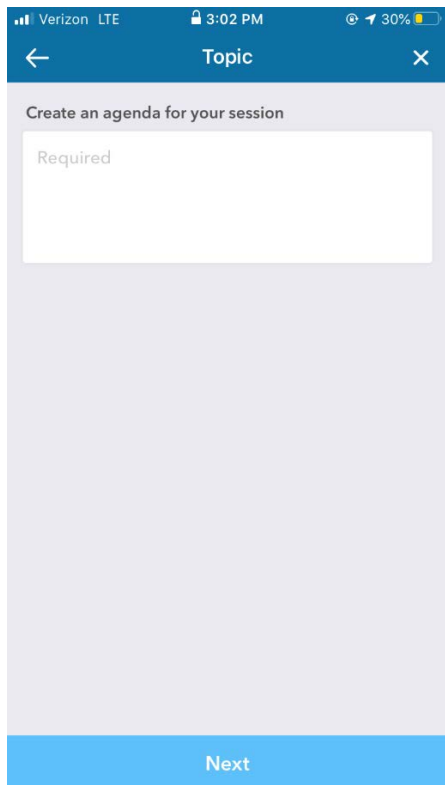
Step 5: Select a tutor that you would like to work with.



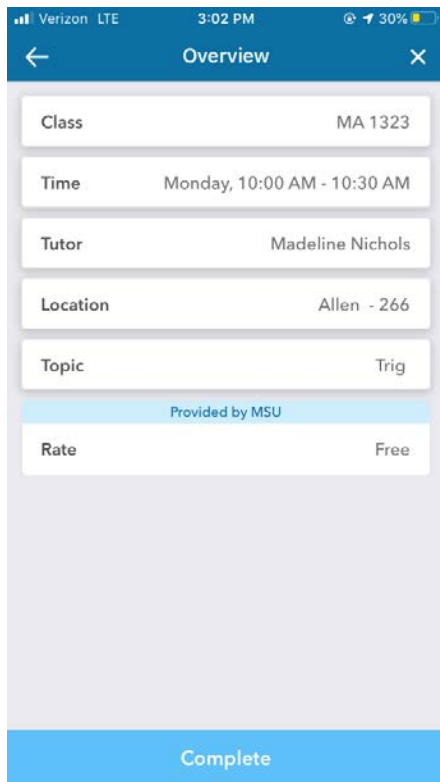
Step 6: Confirm this is the tutor you want to work with.



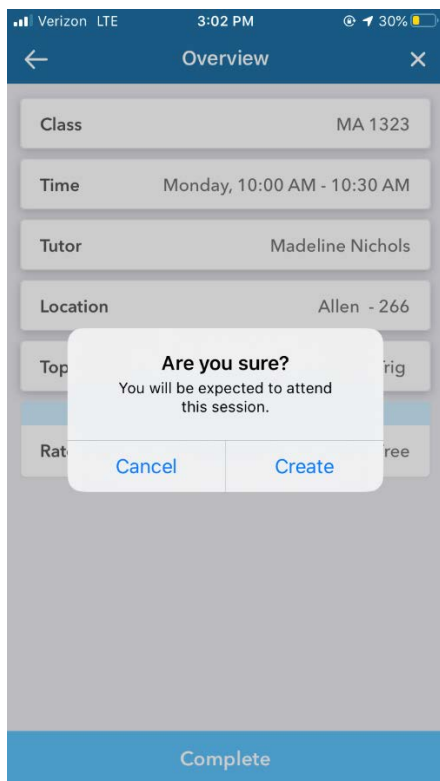
Step 7: Select the location that works best for you.



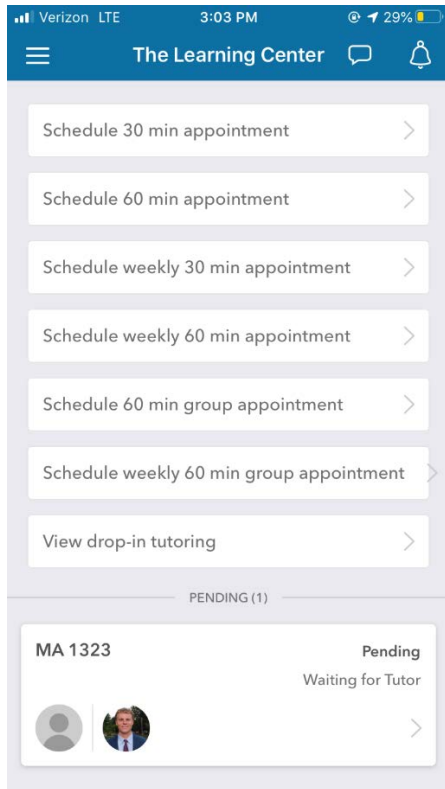
Step 8: Create an agenda so your tutor knows exactly what you want to cover.



Step 9: Confirm all the details to your session and tap “complete”.

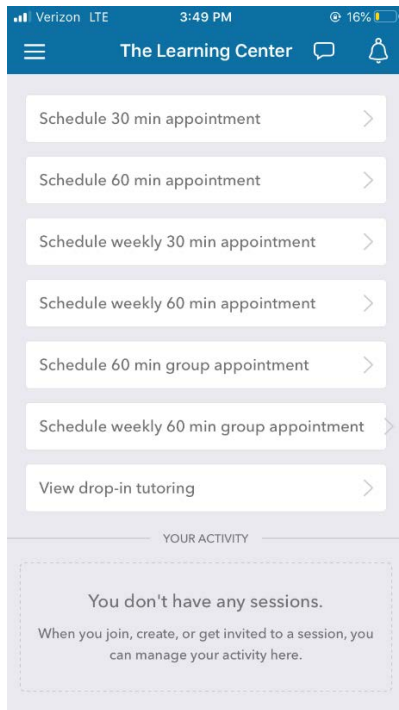


Step 10: Tap Create and you will confirm your tutoring session.

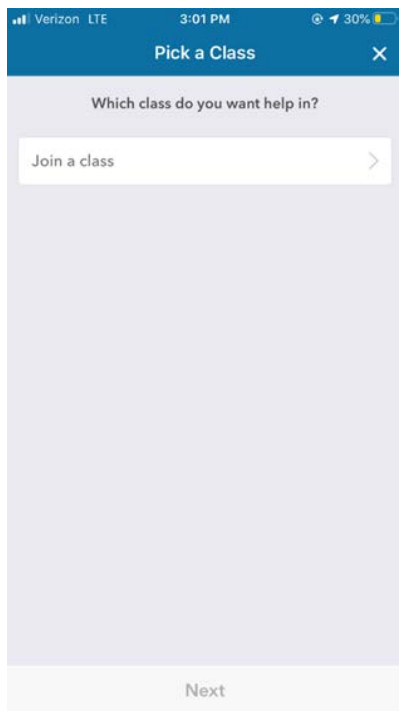


Step 11: You can view your activity at anytime on the bottom of the home screen.

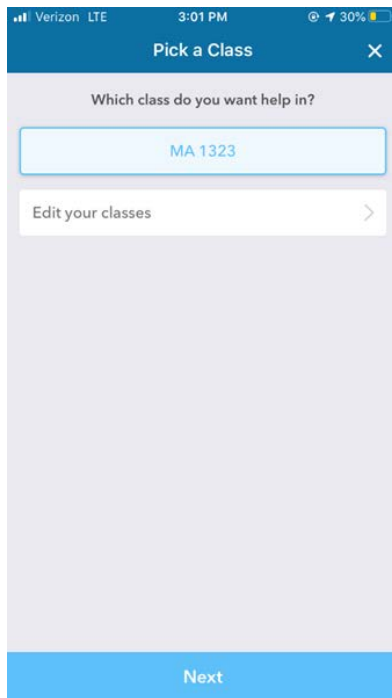
How to schedule a drop-in tutoring session:



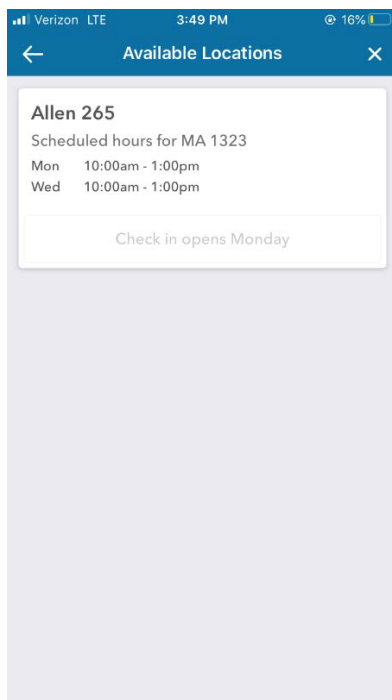
Step 1: Tap “View drop-in tutoring”



Step 2: Tap “join a class” and select the course you would like to be tutored in.



Step 3: Tap on the class you selected and tap “next”



Step 4: Select the available time you would like to get tutored.