

English Nursing TEAS Review Workshop-Sign-up instructions

- Step #1 Website: <https://kingsboroughcc.okta.com/>
- Step #2 Enter your Username and Password

Your username and password will be the same log-in credentials as your Kingsborough College email

- Step #3 Once you have successfully logged-in, click the icon that says KCC TracCloud
- Step #4 Click on the icon that says schedule an appointment
- Step #5 In the schedule an appointment box you'll need to:
 1. Select the option that says choose date and center
 2. The class you want tutoring in: TEAS Workshop- English TEAS Review
 3. The reason for tutoring: General Tutoring
 4. Then click search
- Step #6 Now the schedule appointment page will load. In the "Do you have a preference for which center" You should select the Nursing TEAS Workshop. Then click search.
- Step #7 The schedule appointment page will load. A drop-down menu with the available tutoring times will appear. You may sign-up for multiple workshops each week. Each day a different topic will be covered.