How to Sign Up for Course Conferences with an Instructor in Starfish

1. Log into Starfish via your CampusNet Account> Select 'Starfish' in your Student tab.
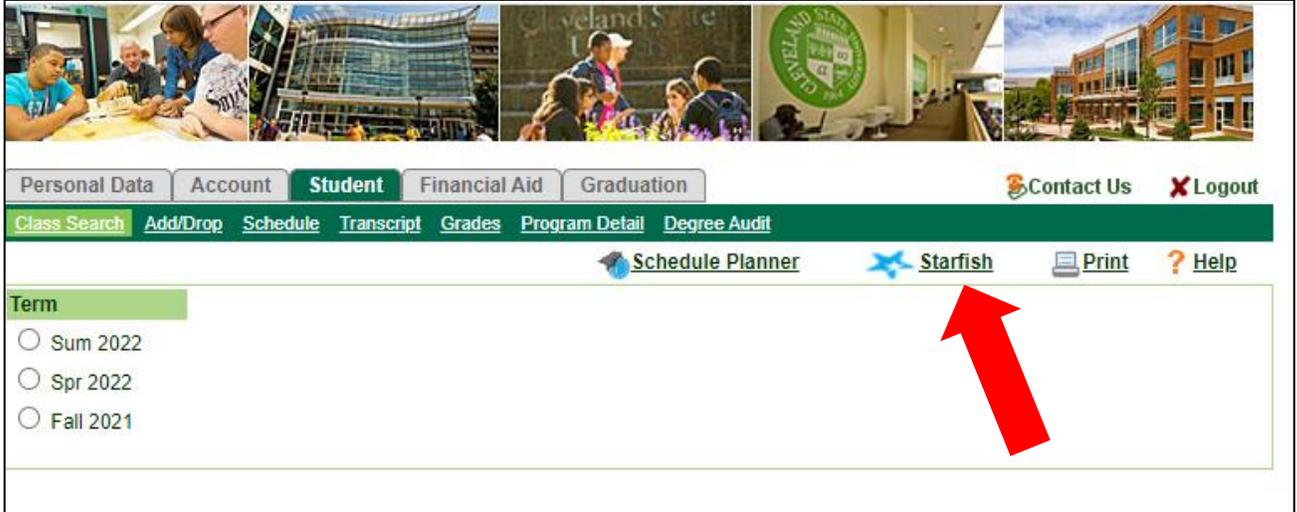
2. Select the options button ▤ in the upper left corner, then select 'Courses'. You will see all of the courses in which you are currently enrolled. Faculty members may or may not have office hours setup in Starfish. If they do, you will select 'Schedule Appointment'.
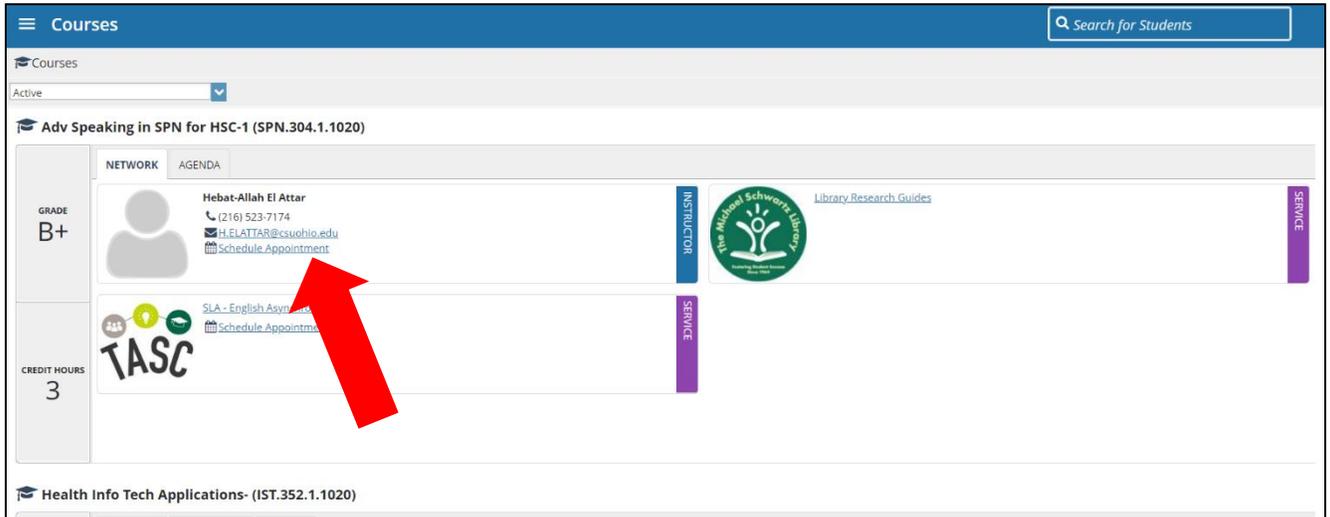
3. Select the reason for your appointment from the following options. Click 'Continue'.

4. You will be directed to the Faculty member's calendar. There may be a variety of appointment times and locations available. Select the day/time that works best for you. Then, click 'Continue'.

5. There may be one or multiple appointment locations to choose from. Click the drop-down arrow under 'Location'. In the text box on the right, you can add more information about why you are scheduling the appointment. Then, click 'Confirm'.

6. That's it! You will receive a confirmation email with the time and location. The final page allows you to make a change to the appointment and view upcoming ones, if needed.

*Contact CSU Starfish support with any Starfish-related questions at starfishsupport@csuohio.edu