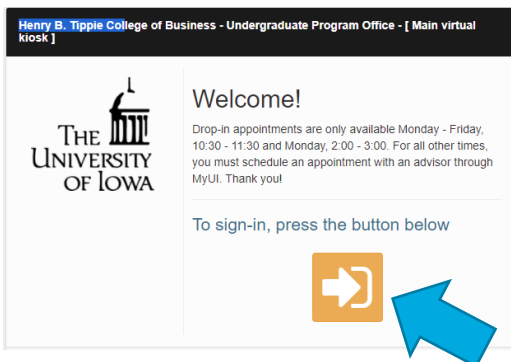


# Tippie Quick Guides

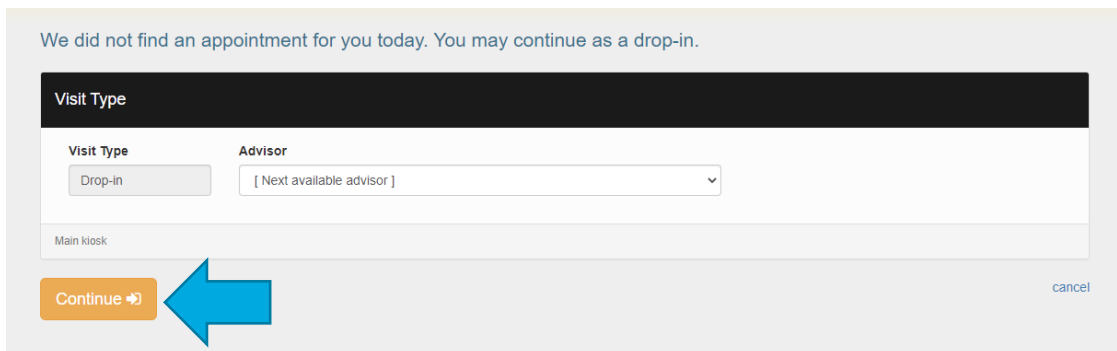
## How to log on to Tippie UPO drop-in hours.

We are hosting Zoom drop-in hours and they will require a virtual log-in. There might be a wait during high-traffic times of the semester. We do not hold drop-in hours during Winter Break, Spring Break, or the months of June and July.

1. Click on the link to sign-in for a drop-in appointment.  
<https://apps.its.uiowa.edu/swipe2/site/tippie/signin/virtual/virtual-advising>
2. Click the Sign-In Button and put in your HawkID and Password.



3. The system will check to see if you have a regular advising appointment and then direct you to sign in as a drop-in. You will not be able to select a specific advisor. Click "Continue".





4. Select the reason for your drop-in and click "Sign in"

Reasons

<input checked="" type="checkbox"/>	Academic Planning	<input type="checkbox"/>	Admission (UPO Advised must make Appt.)
<input type="checkbox"/>	Drop or Add a Course	<input type="checkbox"/>	Forms
<input type="checkbox"/>	Second-grade-option	<input type="checkbox"/>	Business Minor
<input type="checkbox"/>	Transfer Equivalency	<input type="checkbox"/>	Declare TCOB major/certificate
<input type="checkbox"/>	Graduation	<input type="checkbox"/>	Probation/Dismissal
<input type="checkbox"/>	Study Abroad	<input type="checkbox"/>	Other
<input type="checkbox"/>	Honors	<input type="checkbox"/>	Global Internships
<input type="checkbox"/>	Online BBA		


Main kiosk

Sign In  

cancel

5. If there is another student/s ahead of you in line to be seen, this pop-up will remain on your screen until the advisor is ready to meet with you. **DO NOT CLOSE THIS TAB OR NAVIGATE AWAY FROM THIS PAGE.** If you do, you will have to sign in again.

Henry B. Tippie College of Business - Undergraduate Program Office - [ Main virtual kiosk ]

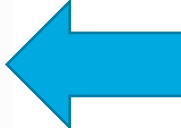


Welcome!

You will be invited to join a Zoom meeting shortly.

Please remain on this page while you wait.

- This page will inform you when you can join the Zoom meeting
- Don't close this browser tab
- Don't navigate away from this page



6. Once the advisor is ready to meet with you, you will be prompted to join a zoom meeting. Click "Join the Zoom meeting now".

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Welcome!

You may now join the Zoom meeting!

[Join the Zoom meeting now](#) 

You can close this browser tab after you join the meeting.