## **Logging Students During Office Hours**

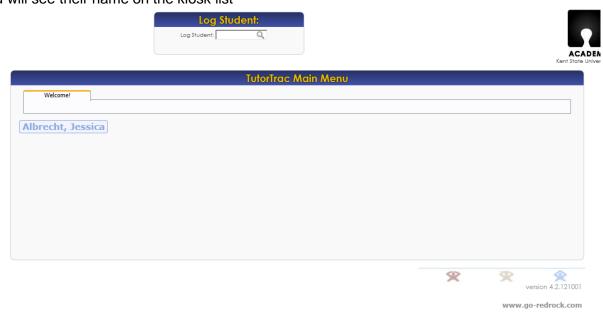
## **Step 1**Log into TutorTrac (Username **mathreporting** password **mathreporting** )and Click **Enter Kiosk** and **Math Building**



## Step 2 The Log In Kiosk will appear Have the student enter his/her FLASHLINE user ID and hit enter in the Log Student Box



**Step 3**You will see their name on the kiosk list



**Step 4**After the sessions click their name to log out



Note: You may see students on the screen who are not in your section. This is because another instructor is conducting office hours. The kiosk is shared between all instructors with access to the "mathreporting" tutortrac account.