

VIRTUAL ADVISING GUIDE



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE
COLLEGE OF EDUCATION,
HEALTH & HUMAN SCIENCES

Welcome New Vols—We're thrilled to introduce you to the first phase of your New V.O.L. Experience—Virtual Advising! This will be a great opportunity to get to know both your academic college and advisor. Collaboration with your academic advisor will be crucial during your time at UT. Your advisor will be an incredible resource for you, assisting you in understanding degree requirements and graduating in a timely manner.

WHAT TO EXPECT

As your Virtual Advising session gets closer, your academic college will send an email with your session schedule. Keep checking your UT email (aka: Volmail)! If you need help setting up your account, check out this [3-step guide](#)!



Using the right technology, Zoom - To help make this virtual environment as smooth as it can be, be sure to download the Zoom platform and practice before your Virtual Advising session. Don't worry - it's free!

All appointments will be in the Eastern Time zone. Please view the time [zone map](#) to help determine your time difference.

For help setting up screen share, please visit [OIT's website](#).

If you have a Mac you will need to adjust your settings (On your Mac, choose Apple menu > System Preferences, then click Sharing) to allow share screen.



Where should I be during my Virtual Advising session? We know being in a virtual environment has its challenges. Below are a couple of helpful tips to consider during your session.

Use a computer or tablet. If you don't have access to a computer or tablet, a smartphone works as well -- but please use your smartphone as a last resort, as it will prevent screen sharing.

Find a quiet place. We know it can be tricky, but you're going to receive a lot of important (and exciting!) information during this time. It's critical that you're able to stay focused and take it all in. Plus, you'll want to get to know your academic advisor as much as possible!



Should my family participate in Virtual Advising? We appreciate (and encourage) your family's enthusiasm for your college career. However, your virtual advising session should only be between you and your academic advisor.

There are many other opportunities for families to get involved throughout the New V.O.L. Experience! More information about family guest information can be found on the [orientation website](#).

BEFORE YOUR VIRTUAL ADVISING SESSION

 Confirm your Major - if you haven't already, log into MyUTK, and make sure the major listed is, in fact, your intended major. If you need to update your major or shift to an exploratory track before your Virtual Advising session, email both New Student Orientation at orientation@utk.edu and the Office of Undergraduate Admissions at admissions@utk.edu.

NOTE: This option is NOT available if you want to declare a major in the College of Nursing or the College of Architecture & Design. Keep in mind that the Tickle College of Engineering has minimum admission requirement.

 Orientation Online —All students should complete online orientation modules before the start of classes, August 24th. Use this to get to know advising at UT and to let your advisor know if you have any AP, Dual Enrollment, IB credits or other credits coming in.

 Foreign Language Placement Exam-All incoming first-year students who have had at least two years of language in high school should take the foreign language placement test in that language. The placement test should be completed at least three days prior to your virtual advising session.

You may still choose a new language to study, however having your proficiency score will help you make that decision. In some cases, you could be awarded additional credit hours! Please visit lrc.utk.edu/placement for more information and to access your placement test.

NOTE: If you already have language credits at the college level, you are not required to take the placement exam.

 Math Placement Exam - Students admitted without test scores will discuss placement with their advisor. Students desiring to confirm math placement must take the UT Math Placement Exam Level 4. If you have math placement exam questions, please contact the Math Department at 865-974-2451 or math_info@utk.edu

 Register for Two-Factor Authentication—UT has implemented two-factor authentication (2FA) that will be required for your NetID account after orientation. Sign up now at 2fa.utk.edu.

 Set up your NetID and Password—If you haven't already, you will need to set up your NetID and password in order to participate in your virtual advising session. The Office of Information Technology's website has helpful information about this process.

