This periodic communication will let the advising and tutoring community know the status of different issues found or resolved in the new Appointment System. SIS Project and IT staff are working to fix these issues as soon as possible. Find below an updated summary of those issues and any current work-arounds.

**USERS UNABLE TO SEE CALENDAR ON THE MY APPOINTMENT SETTINGS PAGE**
Some CS users are reporting they cannot view the calendar on their appointment settings page. This issue has been escalated to developers as a bug. We will communicate to users when this issue is fixed.

**ALL APPOINTMENT REASONS BEING DISPLAYED FOR ALL ADVISING/TUTORING COLLEGES & UNITS**
We noticed when users are selecting the first appointment reason within the “My Appointment Settings” page, they see all possible reasons in the system when clicking on the magnifying glass. Users should only be seeing appointment reasons that are associated with their college or academic support unit.

To work-around this issue, users should:
- Click on the magnifying glass and choose any reason from the list displayed.
- Then, click on “Add Reason” to add a second reason field.
- Next, click on the second reason field’s magnifying glass to see the appointment reasons associated with their college or academic support unit.
- Next, choose one of those reasons.
- Next, delete the first reason by clicking on the “Delete Reason” link to the right of the first reason.
- Last, click on the blue “Save and Update Settings” button.

We appreciate your patience as we work to address these issues as soon as possible. Please let Patrick Beatty (beattyp1@msu.edu) or Charles Jackson (jacks252@msu.edu) know if you have any questions. We will keep you updated on the status of these issues.

Thank you!