

## Virtual Scholarship Essay Help From the HCC Writing Center

Looking for virtual help with your scholarship essay? Writing tutors are available through the CAPS Moodle site via your Moodle login. Click on this [link to Moodle](#) to connect with us. This link is also on the CAPS website. Directions for signing in are also on the CAPS Moodle page.

### How to Access Virtual Help

1. **Sign into Moodle.** A link can be found on the HCC Homepage under MyHCC and also at [hcc.edu/caps](http://hcc.edu/caps) (look for “*Please click here for live tutoring via Zoom!*”)
2. **Look for the CAPS Moodle Site for Online Tutoring link.** It will be on the right side margin and also in the center of the Moodle page with your other classes.
3. **Click on the CAPS link** and then click on the blue **ENROLL ME** button. You will only need to do this the first time you access the CAPS site. In addition, this will put CAPS Tutoring in the Special Programs section of your Moodle.
4. **Find a tutor** for your subject whose availability matches yours in the Daily Virtual Tutor Schedule (by date and time). Once you click on that link, wait for the tabs to appear at the bottom of the Google sheet, then click on the Writing Center’s tab. A list of writing tutors, the days and times they work, and their Zoom ID, will come up.
5. **Select an available writing tutor and click on their Zoom ID link.** Once you do this you will access their virtual tutoring room *during their scheduled tutoring time*. Note: You may need to install Zoom on your device if you haven’t done so already.
6. **You will be brought to your tutor’s virtual waiting room.** Your tutor will admit you to their tutoring room when they are ready to begin your session.
7. If you have trouble, email Frank Johnson at [fjohnson@hcc.edu](mailto:fjohnson@hcc.edu) and he will forward you to a tutor.