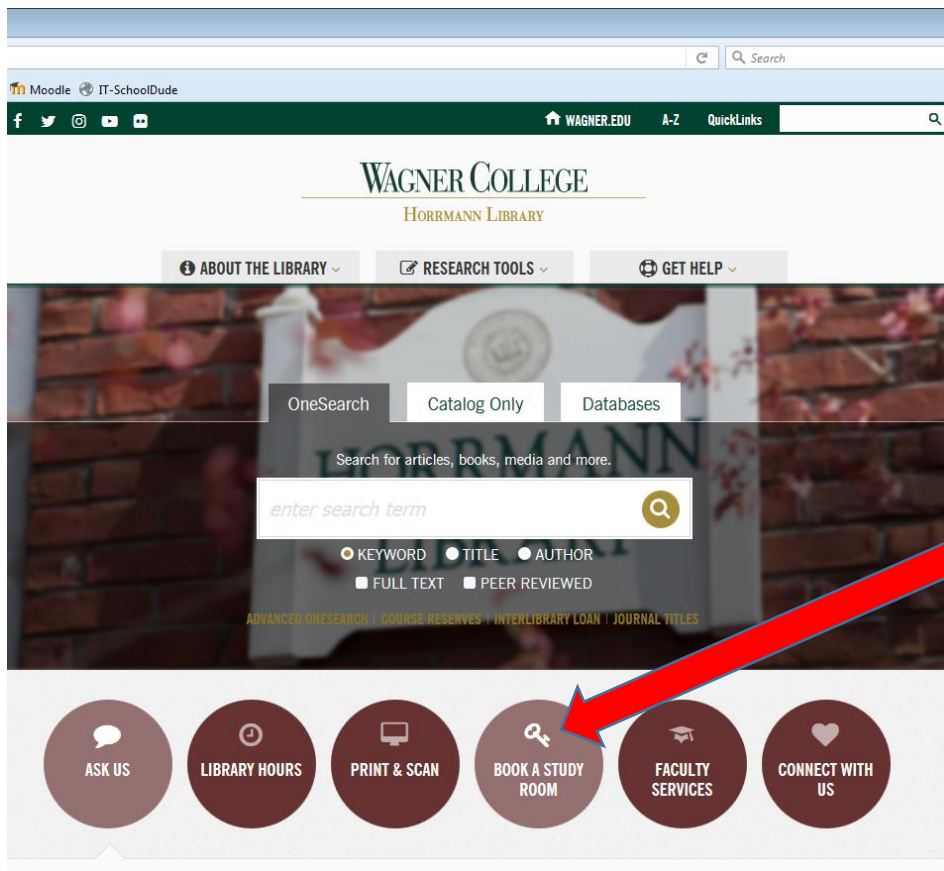


How to reserve a library Group Study Room online:

1. Choose “Book a Study Room” from the library’s web page



2. Login with username and password (If you have not yet registered to use the system, choose “Register for an account”). SELECT “Horrmann Library – Group Study Rooms” before logging in.

ms online booking x Untitled document - Google D... x Wagner College - CACE x

https://wagner.mywonline.net

Port Employee Directory j... myWagner Moodle IT-SchoolDude

WAGNER COLLEGE

Wagner College - CACE

First visit? [Register for an account.](#)
Returning? Log in below.

AVAILABLE SCHEDULES

- Career Engagement (Tara) - Summer 2019
- Academic Advisement (Matt) - Summer 2019
- Advisement/Disability (Dina) - Summer 2019
- Horrmann Library - Group Study Rooms

Check box to **stay logged in:**

LOG IN

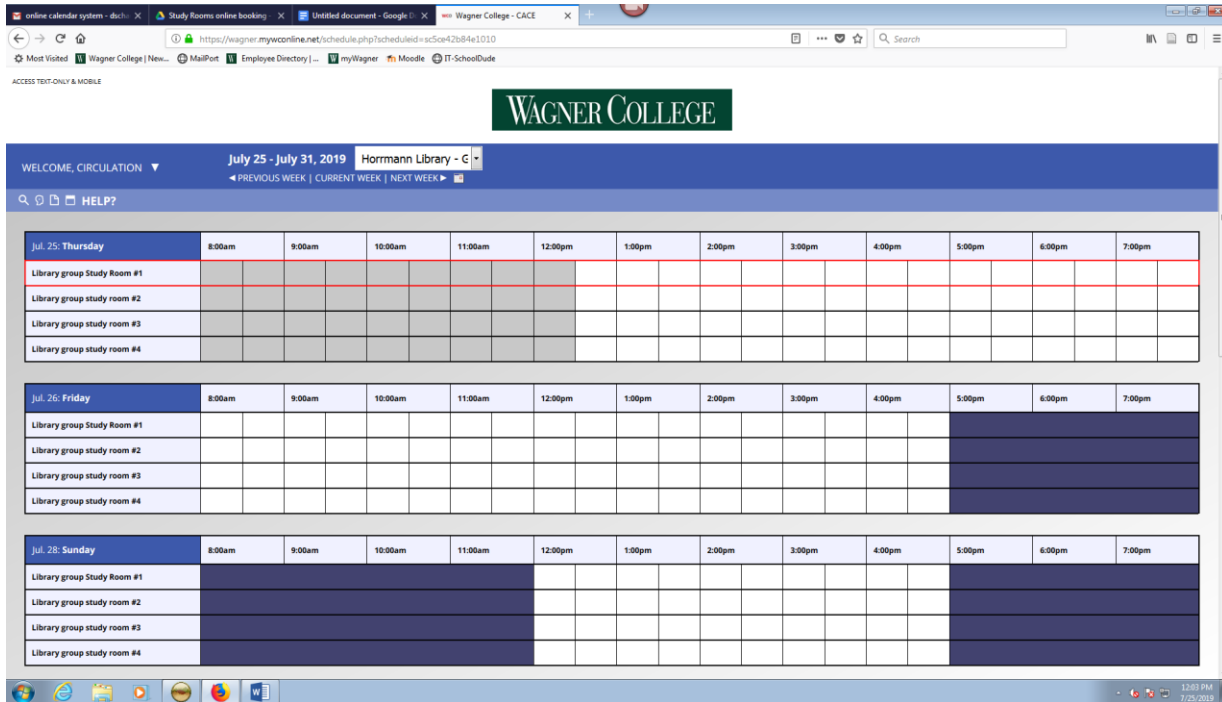
Having trouble logging in?
[Reset your password.](#)

Welcome to **WCONLINE!** To get started, register for an account by clicking the link to the left.

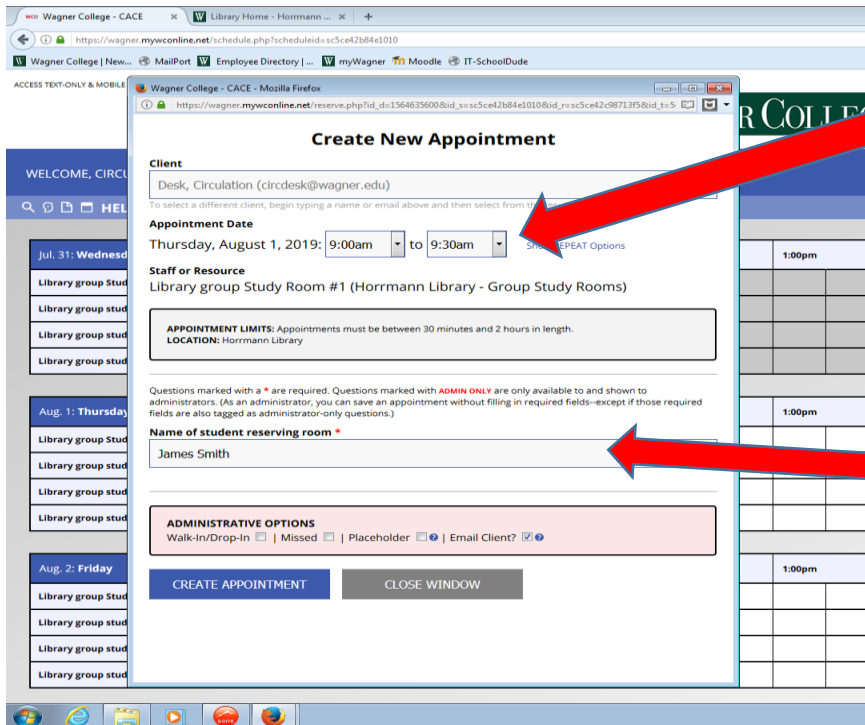
If you are interested in the Writing center and making an appointment with a WIT, please visit <https://wagner.mywonline.com/>

Make sure to check “Horrmann Library – Group Study Rooms” before clicking the Log In button

- Click an available start time for one of the 4 rooms to make an appointment (Note: available appointment slots will show in WHITE.) The current day always displays at the top.



- Enter the appointment start and end time, and type your full name in the “Name of student reserving room” box. Then click “Create Appointment”.



Choose start and end time (2 hour maximum per appointment, 1 maximum appointment per day).

Enter your name in box

- Once you make the appointment, it will show up in color on the calendar, and you will get an email confirmation. If you click on your appointment time, the reservation details will show, and you can edit or cancel if needed.

Wagner College - CACE - Mozilla Firefox
https://wagner.mywonline.net/reserve.php?id=ss5d41fc025acc7

View Existing Appointment

Client
Circulation Desk

Appointment Date
Thursday, August 1, 2019
9:00am to 9:30am

CREATED: Jul. 31, 2019 4:37pm by Circulation Desk

Staff or Resource
Library group Study Room #1

Post-Session Client Report Forms
[Add New](#)

LOCATION: Horrmann Library

Name of student reserving room
James Smith

[CLOSE WINDOW](#) [EDIT APPOINTMENT](#) [CANCEL APPOINTMENT](#)

Email client notice of cancellation?

If you need to edit or cancel the appointment, use the buttons at the bottom.