Booking a Work Site Visit Appointment Time in the Co-op Portal

**STEP 1**

• Navigate and login to: [https://learninginmotion.uvic.ca/](https://learninginmotion.uvic.ca/)

• The following pages within this document will guide you through the next steps. See next page for Step 2.
STEP 2

Select “Appointments” Menu
STEP 3

Select “All other co-op programs” option
STEP 4
Select “Book by Appointment Provider” Menu
STEP 5
Select “Book” under Jason Bond Co-op Coordinator – Health Information Science
STEP 6

Select “Book” under Work site visit – phone or virtual
STEP 7
Select a date within the Next Available Appointments Section to see the available times.