Student Guide to MyTutor

Version 6

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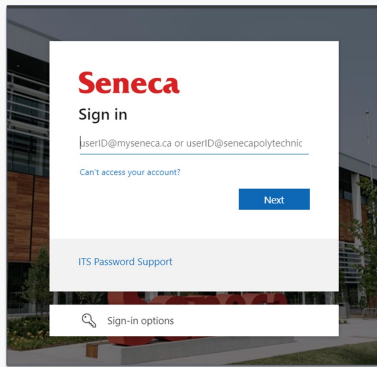## Table of Contents

Effective Usage Guide

- **Be Concise:** Try to keep your messages short and to the point. This helps MyTutor understand your query better.

- **Provide Details:** The more information you provide, the better MyTutor can assist you. Don't hesitate to provide relevant details about your query.

- **Use Clear Language:** Avoid using slang or abbreviations. MyTutor understands clear, straightforward language best.

- Ask Direct Questions: If you have a question, ask it directly. MyTutor is designed to respond to direct questions.

- **Be Patient:** MyTutor may take a few moments to process your query. Give it some time to generate a response.

Seneca Polytechnic Generative Artificial Intelligence Usage Policy

Access MyTutor

1. Select the URL https://mytutor.senecapolytechnic.ca/ or paste the URL in your browser.

2. Enter your ;**Seneca credentials** to log in MyTutor. For more information on Single Sign On, visit: Sign in with SSO.
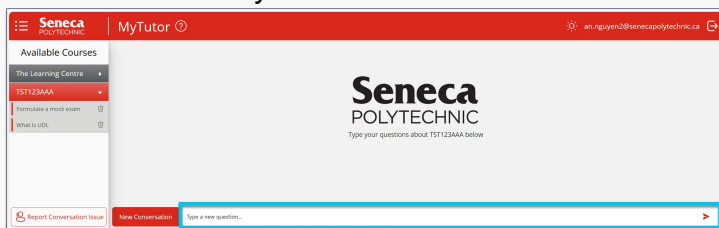

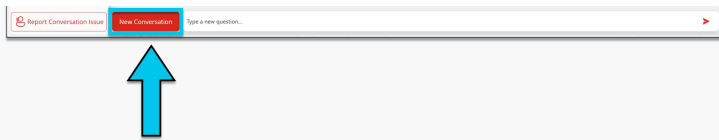**Note:** You can also sign out from any platform of Seneca intranet to log out of MyTutor.

Start a Conversation

1. Select the course you would like to review materials.

2. To start a conversation, type your question and press **Enter**. Your conversation will be added to the menu column.

3. To continue the conversation, type another question.

4. To start a new conversation, select **New Conversation** and type a question.
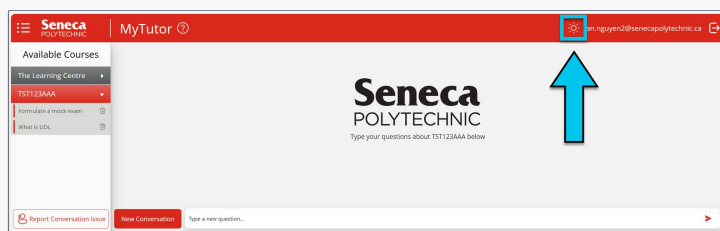
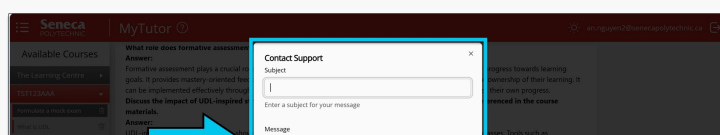5. To review your conversations, select the conversation on the menu column.
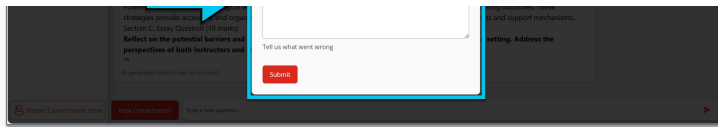

Change the Colour Mode

To change colour mode, select the **Light** or **Dark** icon.

Report An Issue

To report technical issues, select **Report Conversation Issue**, input the **Subject** and **Message**, then select **Submit**.

tags : mytutor, mytutor-issue, mytutor-student, mytutor-student-access