To access CPP Connect, visit www.cpp.edu/cppconnect. Click on Log In to CPP Connect. Log in using your BroncoName and Password.
The following are key features on your Student Home page:

**Class Information**: View your classes for the current term, class dates and times, and your instructors.

**Quick Links**: Find information about CPP, Bronco Advising Center, and Student Success Central.

**Upcoming Appointments**: View your upcoming advising and tutoring appointments.

**Reports**: View possible notes and documents that your advisor or tutor may have written.
Calendar: See a calendar view of your classes and any advising or tutoring appointments you have. You can view the details and cancel your appointments if needed by selecting the session. Reference the color-coded key at the top to distinguish between your classes and appointments.
Conversations Page

Use the Conversations page to view your conversations with advisors, campus staff, or professors. You can also view appointment notifications and reminders. These conversations are messages (emails) sent via CPP Connect, not Microsoft Outlook.

To access your Conversations page, select the envelope icon from the left-hand menu.

Once you are on your Conversations page, you can view all messages by unchecking the View Personal Messages Only option.
Use the Calendar page to view all appointments, classes, and cancelled appointments. To access your calendar page, select the calendar icon from the left-hand menu.

In this page you can also select List of Calendar Items to view your calendar as a list. Reference the color-coded key at the top to distinguish between your classes and appointments.
Scheduling an Appointment

To schedule an appointment, click on the Get Assistance blue button located on the top righthand side of the page.

Once you are on the scheduling page, first select either Advising or Tutoring.
After you select either Advising or Tutoring, choose the office, center, or program you want to schedule an appointment with. Then, select the specific reason for your appointment session. Click Next when you are done.

Confirm the location of the office, center, or program for your appointment. If they have staff available, they will display for you to select them. You can also leave this step blank to view all staff availability. Click Next when you are done.
Select an available date and time for the appointment. You can also view drop-in hours.

Review all the details relating to your appointment before selecting the Confirm Appointment option. You can also write comments for your advisor or tutor to know ahead of your appointment.
Once you confirm all the details of your appointment, you will see the appointment confirmation page.

**CANCELLING AN APPOINTMENT:** You can cancel your appointment by selecting the specific session. Once the Manage Appointment page pops-up, select the Cancel My Attendance option. Make sure you select a Reason for cancelling and write any notes your advisor or tutor should know. Then, click on Cancel My Attendance. You should see the appointment cancelled confirmation.
Appointment Cancelled

Billy Bronco Cancelled this Appointment due to No longer able to attend

Cancelled Mar 16 2020 at 05:05 PM