

1. If you have not yet created a Penji account:

To get started, watch this [short tutorial](#), which goes over the following steps:

1. Open web.penjiapp.com and click “sign up.”
2. Sign up using your Rutgers Single Sign-on credentials.
3. Once you have arrived in Penji, ensure you are on the "**Learn**" tab and that you see "**LC | Study Groups**" in the top left. If not, you must switch to this community in the lower left of your screen. **Important:** Penji also supports Drop-in Tutoring, and Academic and Writing Coaching Appointments. The process for those services is separate. This information is specific to Study Groups only. For questions about how to sign up for those other services, please contact Rutgers Learning Centers directly.
4. Tap "**Claim your study group spot**" and join the course you have registered for on the Rutgers site.
5. Select the course you have joined and tap next. Your study group should appear.
6. Once joined, your study group appears on your Learn screen. Zoom information can be found by tapping on your study group.

2. If you already signed up for Penji, follow the steps below to access your new study group on the platform:

You must now "**Claim your study group spot**" within Penji. To get started, watch this [short tutorial](#) (this information begins at 1:13 on the video - skipping account creation within Penji, which you have already done; **do NOT create another Penji account**). The remaining steps are summarized here:

1. Sign in to your Penji account using your Rutgers Single Sign-on credentials.
2. Once you have arrived in Penji, ensure you are on the "**Learn**" tab and that you see "**LC | Study Groups**" in the top left. If not, you must switch to this community in the lower left of your screen. **Important:** Penji also supports Drop-in Tutoring, and Academic and Writing Coaching Appointments. The process for those services is separate. This information is specific to Study Groups only. For questions about how to sign up for those other services, please contact Rutgers Learning Centers directly.
3. Tap "**Claim your study group spot**" and join the course you have registered for on the Rutgers site.
4. Select the course you have joined and tap next. Your study group should appear.
5. Once joined, your study group appears on your Learn screen. Zoom information can be found by tapping on your study group.

IMPORTANT: Make sure you are on the **LC Study Groups Community** (not drop-in tutoring, Academic Coaching or Writing Coaching) AND the **Learn Tab** is highlighted on the left menu to claim your SGs.

If you are still having trouble connecting to your study group on Penji, please contact learningassistants@echo.rutgers.edu.