Welcome Call

Hi, is Mario available?

This is Sheena Hendrix. I’m the Student Services Coordinator with Trilogy. About a week ago you enrolled in our 6-month boot camp. I am excited to introduce myself and work with you as a coach throughout this process! First, is this a good time to talk?

*Student’s response*

If no: Is there a day/time that is best for you? \*confirm appointment and follow up\*

If yes: Great! I wanted to discuss a few things about the boot camp’s process and requirements. First, I want to be sure that you have all tech requirements. Do you have Microsoft Office (including MS Project) and Adobe Connect?

Mario, do you have any questions for me?

Please remember that all assignments must be completed and submitted before the deadlines given to you by your professors. Also, you must pass each course with a minimum of 80% to move forward.

Throughout this process you may become frustrated or come to a road block. Do not hesitate to contact me if you need any assistance or guidance. I’d like to speak with you weekly or biweekly to check in and see how things are going. Would you like to set up a consistent time to talk?

\*confirms appointment\*

Sounds good! I look forward to working with you, Mario. I will send you a follow up email to your student email with my office hours. Best of luck moving forward!