



# Navigate Campus

Overview of Advisor Facing Features

# Navigate Campus Feature Overview

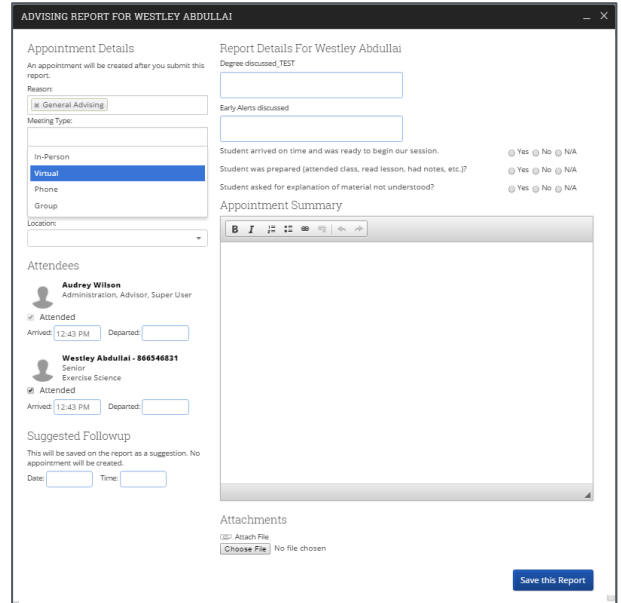
## Advising Workflow Management

### Advising Summary Reports

Embed mandatory and standardized reporting into advisors' workflow. Includes customizable open ended and yes/no/NA questions. Advisors can add additional summary notes and upload attachments.

### Appointment Scheduling Campaigns

Target specific student populations to schedule appointments. Use 'Advanced Search' to curate lists of specific students based on criteria (e.g., missed success marker, specific course enrollment, major, pathway). Send customized multi-modal messages (email + SMS) to students to schedule appointments. Monitor response rate via appointment scheduled within campaign parameters.

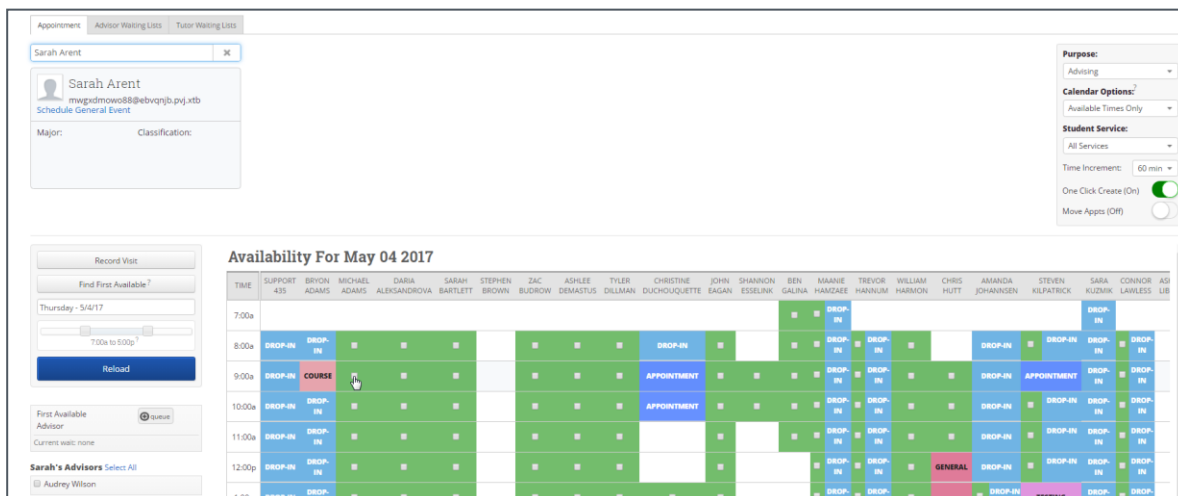


### Kiosk

Enhance student queue management on campus. Allows students to check in to appointments and schedule future appointments in person. Kiosk can be set up at a computer/tablet workstation (designated for kiosk use only). 30 card readers included in Navigate membership.

### Appointment Center

Front desk staff triage students and manage advisor calendars. Advisor availability updated regularly via calendar sync. Front Desk Staff able to better triage students to appropriate advisors by selecting advising appointment purpose.



# Navigate Campus Feature Overview

## Enhance Student Interactions

### 30-Second Gut Check

Advisor/faculty/administrator/staff view of high-level insight into student academic performance and indicators. Tabs allow advisor to drill deeper into student performance areas (e.g., academics, past course history, Navigate preferences, My Path, etc.).

The screenshot shows the student profile for Milburn Taubman. At the top, there are navigation tabs: Overview, Success Progress, History, Class Info, Major Explorer, and More. Below the tabs is a summary dashboard with the following data:

Course Grade D/F	Repeated Courses	Withdrawn Courses	Missed Success Markers	Cumulative GPA
4	3	3	0	3.4

Below the dashboard, there are two columns of information:

- Computer Science**  
with a concentration in Databases & Knowledge-Base Sys  
College of Arts & Sciences  
Major History
- STUDENT ID**  
488339544  
**CLASSIFICATION**  
Senior  
**MOST RECENT ENROLLMENT**  
Spring Semester 2017

### Multi-Modal Messaging

Send and receive SMS and email messages via Navigate campus without having to open another screen. Advisors able to view previous conversations with student. Appointment reminders sent via text and email (students able to opt-out).

### Student Appointment Scheduling in Navigate

User friendly appointment scheduling windows strategically placed throughout Navigate site to nudge students to schedule appointments with advisors when needing additional support.

The screenshot shows the student appointment scheduling interface. At the top right, there is a "My Path" tab. On the left, there is a sidebar with a "To-Do" list and "Overdue Items" section. The main content area shows the student's name "Hi Daffy!" and their major "Computer Technology-Computer Programming". Below this, there are tabs for "Appointments", "My Terms", and "My Courses". The "Appointments" tab is active, showing "Upcoming Appointments" with a "View all" link and a "Schedule an appointment" button. A specific appointment is displayed for April 13, 12:30 - 1:00 pm, with the advisor "Philip Regalbuto | Academic Assistance" and the location "Where: Faculty Advisor Office". A "view details" link is also present.

# Case Management

## Progress Report Campaigns

Send and monitor large-scale requests for progress reports to be submitted by faculty. Faculty able to indicate whether student is "at risk" or not. "At risk" indicator requires additional context and "alert reasons"- triggering the additional case management workflow. List of students in progress report campaigns can be targeted via advanced search.

**Teodor**, please respond to the following progress report request(s):

- GradesFirst Support would like you complete 2 progress report(s) by **Friday, Jun. 02, 2017** [Fill Out Progress Reports](#)
- Audrey Wilson would like you complete 1 progress report(s) by **Monday, Jun. 19, 2017** [Fill Out Progress Reports](#)



### Student Feedback

**Your information is secure.**  
Security measures allow your school to adhere to government rules and regulations concerning FERPA and overall student privacy. Thank you!

**Professor Hedrington:**  
You have been asked to fill out progress reports for students in the following classes. Update each student based on your best knowledge of their performance at this point in the term.

AAA 101-001 Multiple Profs

Student Name	At-Risk to Fail Your Class?	Alert Reasons (You must choose at least one if the student is at risk)	How Many Absences?	Current Grade	Comments
1 <b>Aaby Benito</b> Student ID: 354534289	<input type="radio"/> Yes <input type="radio"/> No	Alert Reasons			

[Submit only marked students \(but I'm not done\)](#)

This button will submit students you have marked as being complete (effectively removing them from your list of students). However, the students you have not marked will remain on your list. As a result, you can re-use the link in the progress report email, at any time, to continue marking the rest of the students in your classes. Repeat this process until all students have been marked in some form or fashion.

[Submit unmarked students as not At-Risk \(I'm all done\)](#)

This is your "I'm all done" button. It will submit the students you have marked as you indicated. It will also submit the rest of your students as not at-risk. For example, if there are ten students in your course and only two of them are at-risk, you don't have to mark them all. You can mark the two at-risk students and then use this button to mark the remaining students as not at-risk, therefore saving time and effort. Please use this button carefully because with just a single click, it will totally complete your progress report campaign.

## Alerts & Case Management

Ensure alerts and cases are triaged to the right people and managed until appropriate outcome is reached.

Advisors, administrators, staff, and faculty, can submit an alert on any student based on demonstrated at-risk behavior. Administrators customize alert reasons and determine which alerts automatically open up a case.

Cases configured to be auto-assigned to specific administrators to ensure student need is addressed. Require specific case outcomes in order for advisors to close cases.

**MANAGE CASE**

**Benito Aaby**  
Reason(s): Failed Midterm, Medical Issues, Attendance Concerns, FAFSA assistance. Class: AAA 101-001 Multiple profs

Case Owner: None

Assigned To: Bryon Adams, Cary Adkinson, Edward Brown, Amanda Johansson, Steven Kilpatrick

CASE ACTIVITY

- Teodor Hedrington assigned case to Cary Adkinson. 04/20/2017 01:32PM
- Teodor Hedrington assigned case to Edward Brown. 01:32PM
- Teodor Hedrington assigned case to Amanda Johansson. 01:32PM
- Teodor Hedrington assigned case to Steven Kilpatrick. 01:32PM
- Teodor Hedrington opened case. 01:32PM
- Teodor Hedrington added comment: This student needs immediate assistance. 01:32PM

[Add Comment](#)

[Cancel](#) [Close Case](#)

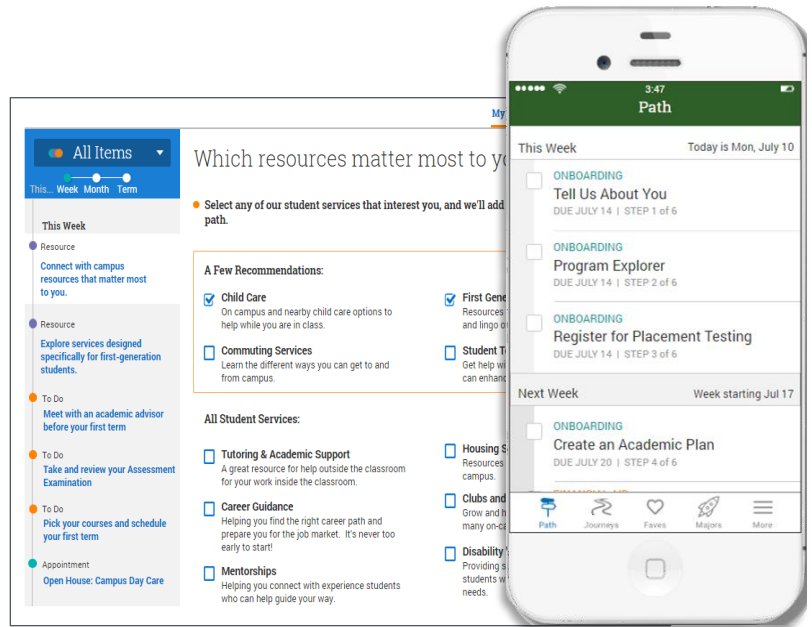
# Navigate Feature Overview

## Guided Onboarding:

Keep applicants on task by outlining all required enrollment steps in a single personalized page. Recommend best-fit programs based on information personalized to each individual student. Enable better-informed program choice with real-time job data and graduation requirements.

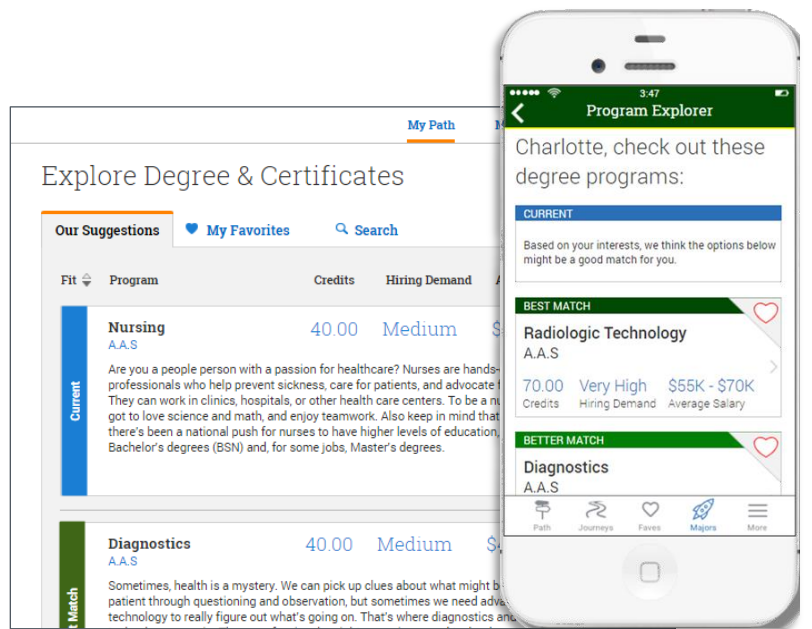
### 1. Personalized Path

- **Single Source of Truth:** All major milestones and to-do's collected in one place
- **On-Boarding Simplified:** Turns the intake process from a maze into a straight line
- **Intelligent:** Automatically updates and customizes milestones for individual student needs



### 2. Program Picker

- **Best-Fit Program Selection:** Powerful algorithm combines students' interests, availability, academic needs and goals to suggest best-fit programs
- **Side-by-side comparison:** Provides key program information, including employment information, classes, tuition costs, typical salary, and financial aid eligibility to drive more informed student decision-making



# Navigate Feature Overview

## Smart Academic Planning:

Reduce non-productive credits by creating a best-fit academic plan. Enable designed degree plans that marry advisor and faculty expertise with EAB guidance. Ensure compliance to degree plans by maintaining flexibility: academic plans automatically update term over term to fit students' changing academic goals or preferences.

## 3. Academic Planning

- **Collaborative Academic Plan Creation:** Updates with changing student preferences (part-time to full-time, program changes,) based on Guided Pathways curriculum.
- **Course Recommendation Engine:** Providing the most efficient academic plan suggestions to students, offering a simpler way to select courses.
- **Flexible Term-to-Term Updates:** Track attempted, completed, and remaining courses, including transfer, pre- and co-requisite rules. Real-time updates

The screenshot shows a 'My Plan' interface for a Biotechnology major (67 credits). It displays a multi-term schedule:

- Fall 2016 (13 Credits):** ENGL 1113 Composition I (Planned), BIOL 2164 Microbiology (Enrolled / In Progress), ENGL 0933 Writing II (Planned), MATH 2193 Elementary Statistics (Planned).
- Spring 2017 (10 Credits):** CHEM 2145 Organic Chemistry I (Planned), CHEM 1415 General Chemistry II (Planned).
- Summer 2017 (4 Credits):** BIOT 2335 Biotechnology Proteomi... (Planned), HUMN 2113 Humanities I (Planned).
- Fall 2017 (4 Credits):** BIOT 1534 Cell Culture Techniques (Planned).

## 4. Personalized Calendar

- **Student-Centered Overview:** Takes into account students' academic plan, commute, availability, online courses, and necessary study hours
- **Adjustable:** Preferences can be changed term-to-term to remain relevant to students' busy lives, as well as real-time course section adjustments
- **One-Click Registration:** Integration with PeopleSoft for student registration through Navigate platform.

The screenshot shows a 'Spring 2016' personalized calendar interface. It displays a weekly grid from 8 am to 10 pm. Courses are color-coded and placed in the grid:

- Monday:** Commute (8-9 am), CSS 101 (11 am-12 pm), XRT 111 (12 pm-1 pm), Commute (4 pm-5 pm).
- Tuesday:** Commute (8-9 am), MTH 200 (11 am-12 pm), ENG 301 (2 pm-3 pm), COMM 101 (4 pm-5 pm), Unavailable (6 pm-7 pm).
- Wednesday:** Commute (8-9 am), CSS 101 (11 am-12 pm), XRT 111 (12 pm-1 pm), COMM 101 (4 pm-5 pm), Unavailable (6 pm-7 pm), Unavailable (8 pm-9 pm).
- Thursday:** Commute (8-9 am), MTH 200 (11 am-12 pm), ENG 301 (2 pm-3 pm), Commute (4 pm-5 pm), Unavailable (6 pm-7 pm).
- Friday:** Commute (8-9 am), Commute (11 am-12 pm), Commute (4 pm-5 pm), Commute (6 pm-7 pm).