



Professor: Home Page Navigation

This feature is the primary landing page for *faculty*, which can include professors, teaching assistants, lab assistants, etc. upon logging into Navigate

Class Listing

If you are a faculty member who is teaching a course in the current term, the course information will be outlined in the Class Listing section of the Professor Home Page. You will be able to see the class name, time, and room (if specified)

Class Listing

CLASS NAME	TIME	ROOM
(BUS ADM-305) Legal Environment of Business	T 5:15pm - 8:05pm CT	Green Bay Campus - Mary Ann Cofrin Hall-MAC-137 Assignments
(BUS ADM-305) Legal Environment of Business	T 5:15pm - 8:05pm CT	Sheboygan Campus - SHB Tech Center-TC-1205 Assignments
(BUS ADM-305) Legal Environment of Business	T 5:15pm - 8:05pm CT	Manitowoc Campus - MAN Founders Hall-FH-137 Assignments

Students in My Classes

If you are a faculty member who is teaching a course in the current term, the Students In My Classes gives you a quick and easy way to see and interact with all of the students in your classes.

In the main student grid, you will notice several key pieces of information next to each student's name: Category and Course.

Students In My Classes

Actions ▾				
<input type="checkbox"/>	INDEX	STUDENT NAME	CATEGORY	COURSE(S)
<input type="checkbox"/>	1		Career: Undergraduate, Home Campus: Green Bay Campus, Housing Area: Phlow, Living On Campus, Undergraduate Academic Standing: Good Standing, Undergraduate Admit Term: Fall 2020, Undergraduate Admit Type: New Student	BUS ADM-305-0850-10287
<input type="checkbox"/>	2		Career: Undergraduate, First Generation, Home Campus: Green Bay Campus, Housing Area: Bayou, Living On Campus, Undergraduate Academic Standing: Good Standing, Undergraduate Admit Term: Fall 2020, Undergraduate Admit Type: New Student	BUS ADM-305-0850-10287

You can act on a student or students in your classes by checking the box in front of their name and selecting the Actions menu. Common actions include sending messages, issuing alerts, or creating notes.

Students In My Classes

Actions ▾		STUDENT NAME	CATEGORY	COURSE(S)
<input type="checkbox"/>	1	[Redacted]	Career: Undergraduate, Home Campus: Green Bay Campus, Housing Area: Phlow, Living On Campus, Undergraduate Academic Standing: Good Standing, Undergraduate Admit Term: Fall 2020, Undergraduate Admit Type: New Student	BUS ADM-305-0850-10287
			Career: Undergraduate, First Generation, Home Campus: Green Bay Campus, Housing Area: Bayou	

My Assigned Students

The My Assigned Students grid gives you an overview of the students assigned to you for the current term. In addition to the student name, you can also see any applicable category information.

Note: If you do not see any students on your grid, it is likely that you do not have advisees or your students have not been assigned to you yet. Please contact your Application Administrator with questions regarding your assigned students.

My Assigned Students

Actions ▾		INDEX	STUDENT NAME	CATEGORY
<input type="checkbox"/>	1	[Redacted]	Basketball, Gymnastics, Rock Climbing Club	
<input type="checkbox"/>	2	[Redacted]	Debate team, Drama Club	

Issued Alerts

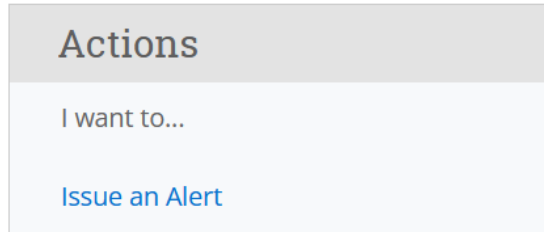
The Issued Alerts section allows faculty to see alerts they have issued in Navigate, including links to any associated Progress Reports or Cases.

Issued Alerts ▾

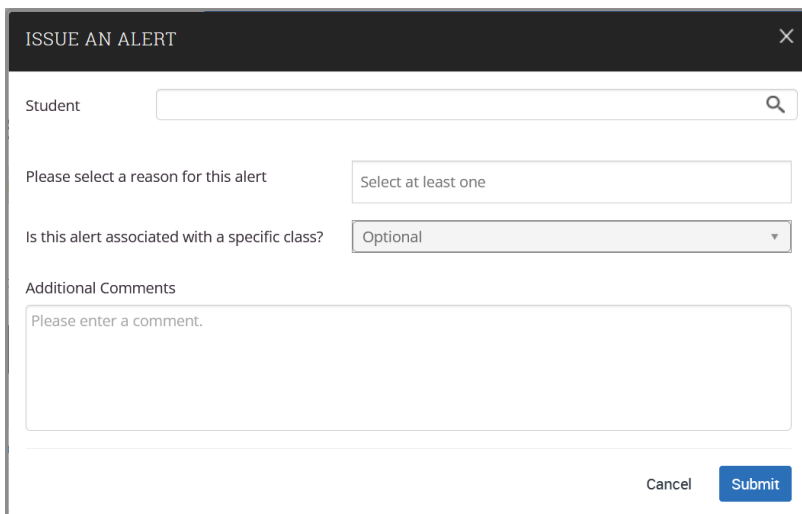
Actions ▾		STUDENT NAME	REASON	SUBMITTED	OWNER	STATUS
<input type="checkbox"/>	[Redacted]	FAFSA	06/09/2018	Adam Ferguson	Closed	
<input type="checkbox"/>	[Redacted]	Tutoring	06/16/2018	Lily Bass	Open	
<input type="checkbox"/>	[Redacted]	Financial Advice	09/06/2018	Alfred Daniels	Closed	
<input type="checkbox"/>	[Redacted]	General Advising	04/15/2018	Alex Bennett	In Progress	
<input type="checkbox"/>	[Redacted]	Financial Advice	05/29/2018	Alta Greene	Closed	

Actions Menu

The Actions menu is found on the right-hand side of the home page. The actions that appear as options depend on your role and the features your institution has activated in Navigate. This part of the Home Page may have a different list of actions than those you see on an individual Student Profile or other sections of the platform.



The default action is to Issue an Alert. From this link, you are able to issue an ad hoc student alert.

A screenshot of a web form titled 'ISSUE AN ALERT' with a close button (X) in the top right corner. The form contains the following fields: a 'Student' search field with a magnifying glass icon; a 'Please select a reason for this alert' dropdown menu with 'Select at least one' selected; an 'Is this alert associated with a specific class?' dropdown menu with 'Optional' selected; and an 'Additional Comments' text area with the placeholder text 'Please enter a comment.'. At the bottom right, there are 'Cancel' and 'Submit' buttons.

Quick Links

The Quick Links box is a section on your Home page that provides easy access to different features within the platform, such as those that help with recording attendance or managing assignments. Clicking on a quick link will direct you to different locations in the Navigate platform. The links that display are specific to your role at your institution and may not exactly mirror those shown in the screenshot below.

Note: If you have more than one role, your Quick Links may be affected by the permissions for both roles.

Quick Links

Take me to...

[Schedule a General Event](#)

[Manage Assignments](#)

[School Information](#)

[Download Center for Reports](#)

FAQs

How do term start and end dates affect the home page?

- If you have student profile access limited based on students enrolled in courses, you will not be able to view those student profiles until the term starts. Toggling the term selector will not change this.

For any additional questions, please contact your Navigate App Administrator, Pooja Agarwal, at agarwalp@uwgb.edu