



NAVIGATE

Monthly Newsletter

DECEMBER 2019

UPDATE TO THE "SUCCESS TEAM" IN NAVIGATE

Navigate has updated "Your Success Team" to now list all members of the student's success team, including their current instructors. To send a message to any of these individuals, simply select the envelope icon below the person's name. This has also removed the "Advisor" box on the student's overview tab.



NAVIGATE END-USER GROUP

A Navigate End-user group has recently been established with representation from each undergraduate college. This will allow a voice from every college about decisions that are being made in Navigate as well as bring new ideas and strategies to a larger group.



Top user within the platform for the month of November 2019 is Tonisha Montgomery from the department of Computer Science with the most active time on Navigate!

NEW WAY TO CATEGORIZE APPOINTMENT SUMMARIES

Beginning January 6th 2020, you will have the option to select a meeting type for each individual appointment summary. The field to select the meeting type is found in the left-hand column of the appointment summary report. You can select either "Email" or "Distance" as the two options. By default the field will be blank which will insinuate an in-person meeting. Otherwise, you can select email for any advising done via email or distance which would include phone, zoom or any other type of medium used to hold an advising appointment other than email. This is not a requirement for an option to select for those areas that would like to know how their advising is being done. When you run a report in Navigate for appointments, this data field will show-up in the data export.



Enjoy your break!