



# NAVIGATE

## *Monthly Newsletter*

OCTOBER 2020

### STUDENTS CAN MAKE APPOINTMENTS WITH MAJORS THEY ARE INTERESTED IN

if advisors have added the "Explore\_\_\_\_\_" service to their availability, students are able to make an appointment using [these directions](#) as it is a little different than if the student was scheduling an appointment for their current major.



Top user within the platform for the month of September 2020 is Leanne Brownlee-Bowen from Pamplin College of Business with the most active time on Navigate!



### IMPORTANCE OF DOCUMENTING STUDENT INTERACTIONS IN NAVIGATE

View [this video](#) for more information on the benefits of academic advisors completing documentation of their interactions with students and how this positively impacts students experience across campus.

### STUDENTS' KNOWLEDGE OF REFERRALS

Please be mindful when making referrals in Navigate; students should be part of the process of making a referral unless it is a situation where you are not able to get in touch with the student and therefore referred to VT EARS or the Dean of Students. Otherwise, the student should know they are being referred to any given office within the Navigate platform.

