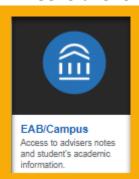
EAB General Overview:







Student Email Access your @coyoté.csusb.edu email



Access online materials for



www.csusb.edu/its/software Blackboard

 \leftarrow



Student Center Access student related self



Faculty Center Manage items such as your class roster, class schedule, and grading



Faculty and Staff

Office 385 includes a suite

of tools, such as Email, C.,

Email

Advisor Center Access your advisee's academic records



My Academics Student Center, Faculty Center, Advisor Center, and related student, faculty, an..



Information View and/or update items such as your email addres..

My Personal



My Employment Time & Attendance, Benefits, Paycheck, Travel, Skillsoft, Lynda.com, and...



My Financials Make a Payment, View My Financial Aid, My Financial Activity, and CSUSB Scho...



Degree Progress PAWS, myCAP, Unofficial Transcripts, and Commencement Registrat...



Quarter to Semester Conversion mesters are coming Fall



My Status Application Status, Admission Transcript Status,



Collaborate Zoom Video Conferencing, Google Drive, and Surveys



Employment Opportunities Search employment opportunities



Administrative Systems PeopleSoft CS, PeopleSoft HR, CSYOU, CFS, CFS D..



University Life Join campus organizations and view campus news



Campus Directory Search for faculty and staff contact information



The Technology Support Center is the one-stop sho for your university technol.



Q2S Advising Tools Advisor Center Tools for Faculty and



mvCAP and PAWS Access your advisee's academic records Report View students myCoyote Academic Planner or Prog..

myCoyote

CAP PAWS



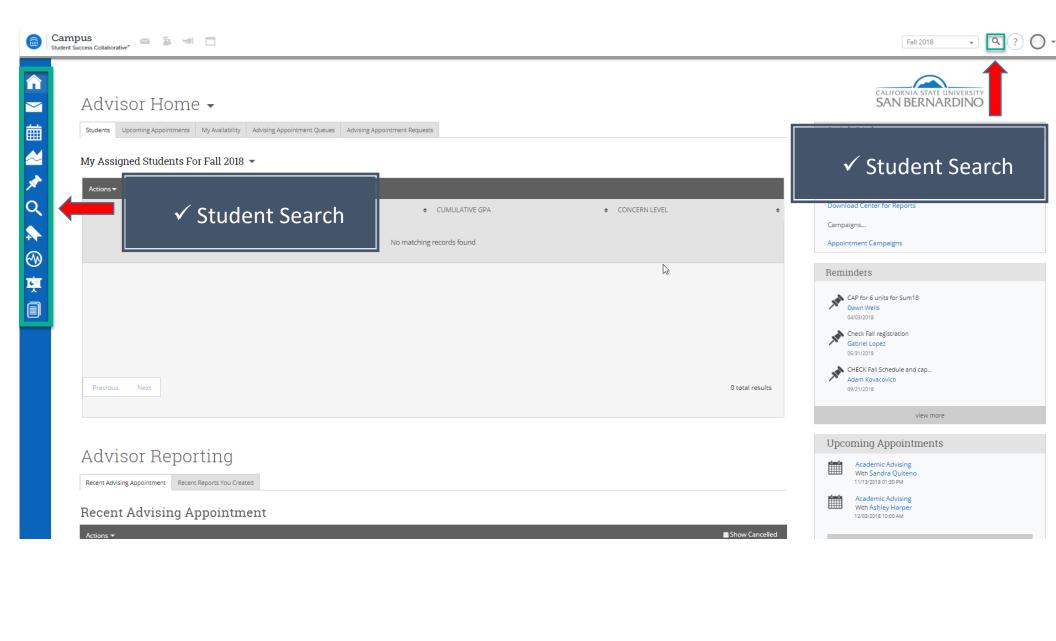
EAB/Campus Access to advisers notes and student's academic

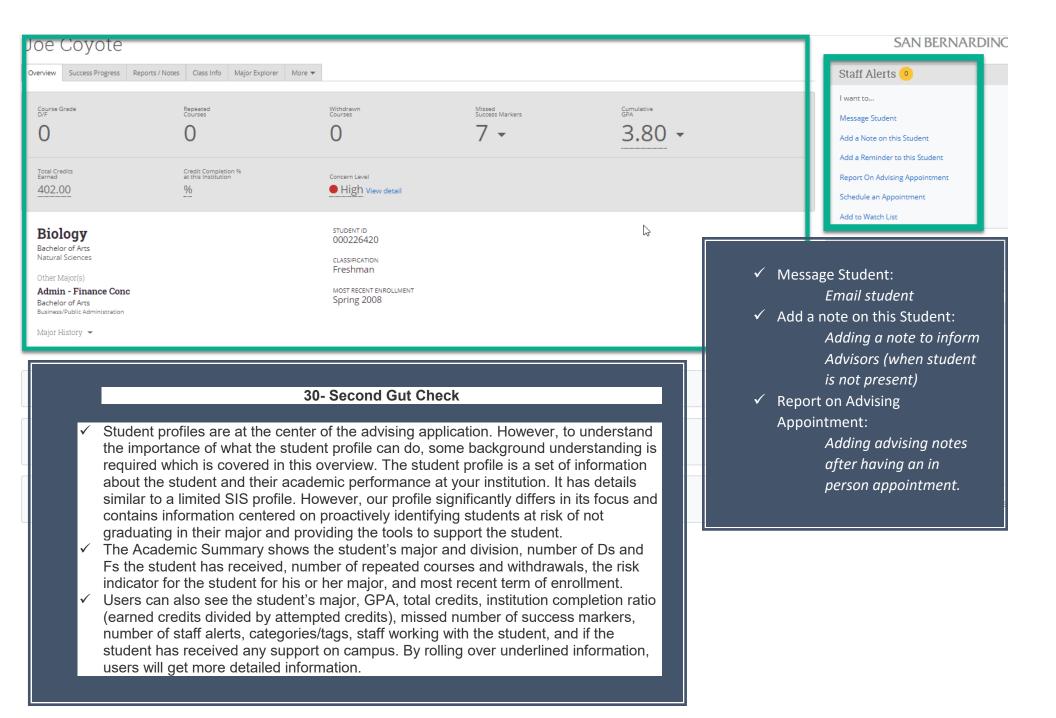


Q & S Student Information dentifies whether a studer s a "Q" or an "S"



Q & S Search for Students Search for students with specific criteria





ADD A NOTE TO JOE COYOTE Note (Required) **Note Subject** B I : = : = = = = + -Joe Coyote - 000226420 Admin - Finance Conc, Biology Relations Note Reason To Add a Note: 1. Check the box next to a student's Note URL name and click Add a Note on this Student. 2. Enter the text for your note. 3. Enter a Note Reason (optional). Note Visibility Reasons are used to categorize notes for easy reference. These reasons are ☐ Erika Hernandez Only? created and set by your Application Administrator ☐ Joe Coyote? 4. Attach a file (optional). Printed Student Report 5. Select the proper permissions and visibility settings. 6. Click Save Note. Task Tracking Due Date (optional) ■ Is Complete? Show on My Task List Attach File Choose File No file chosen

Save Note

Cancel

ADVISOR REPORT FOR JOE COYOTE Report Details For Joe Covote Appointment Details Student has established a realistic graduation date. An appointment will be created after you submit this Student demonstrates an understanding of relevant policies and procedures. O Yes O No N/A Reason: Student articulates personal, educational, and/or career goals. * Academic Advising Appointment Summary Course: B I 1 = := @ @ 4 -Date of visit: 11/09/2018 Location:

Attendees



Erika Hernandez Advisor, Professor, Student

Attended

Arrived: Departed:

01:34 PM



Attended

Arrived: Departed: 01:34 PM

Suggested Followup

This will be saved on the report as a suggestion. No appointment will be created.

Date: Time:

Attachments

Attach File

Choose File No file chosen

Recent Advisor Appointments

This tab displays all the previous advising appointments you have had as an advisor. You have several options available to you through the Actions Menu.

Details: The "Details" link allows you to access the Manage Appointment dialog to see or edit the details of the appointment.

Add Advising Report: File an advising report by selecting this action. The box on the left will appear with the options to include summary information along with supplemental documents to the Student's Profile.

Issue Alert: Easily issue an alert for the student associated with this appointment.

Mark No-Show: When a student fails to show up for the scheduled appointment, the advisor can mark them as a no-show using this option.

Note: Tracking students who regularly fail to attend appointments is easy. Once a student is marked as a no-show, an advisor can click on the Reports tab > and run the Advisor No-Shows report for a detailed report on every no-show instance.

Show Cancelled- As with many of our grids, we purposely exclude appointments that have been cancelled. To include those cancelled appointment in this list, simply check this box.

Note: When you check "This Person Attended", the summary boxes will appear.