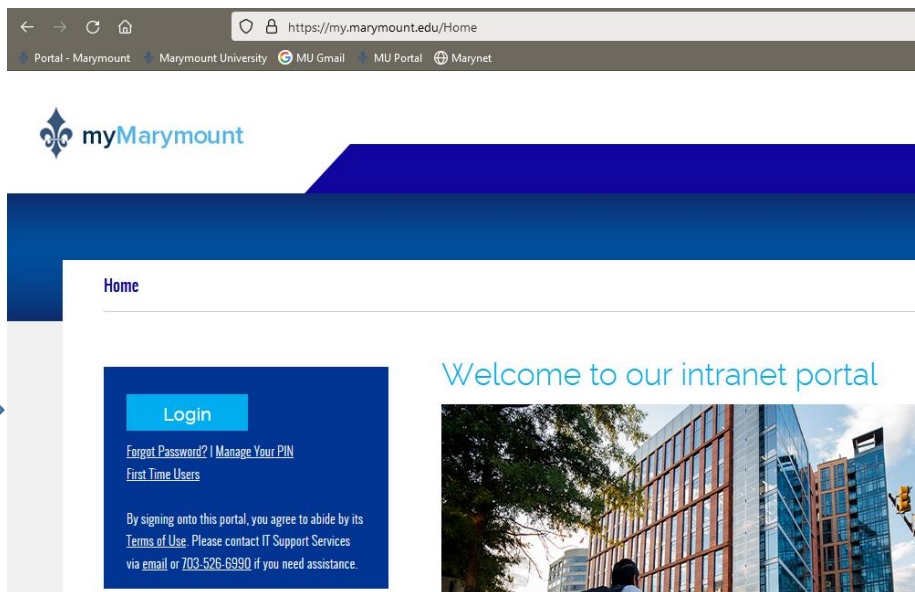
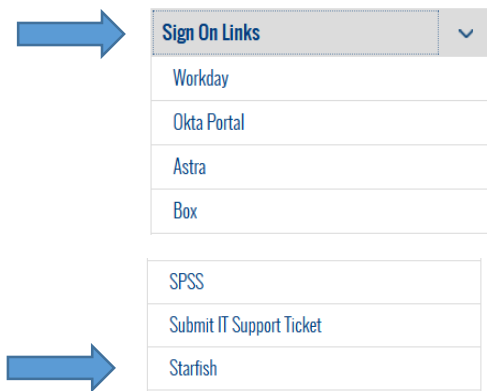

Completing a Progress Survey in Starfish

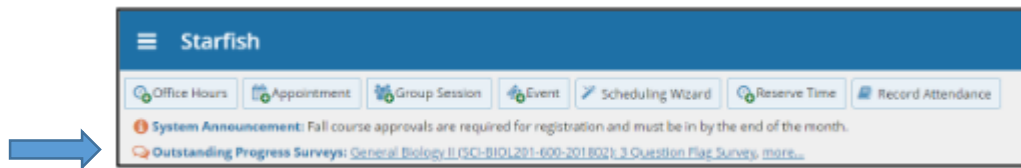
Log in to my.marymount.edu.



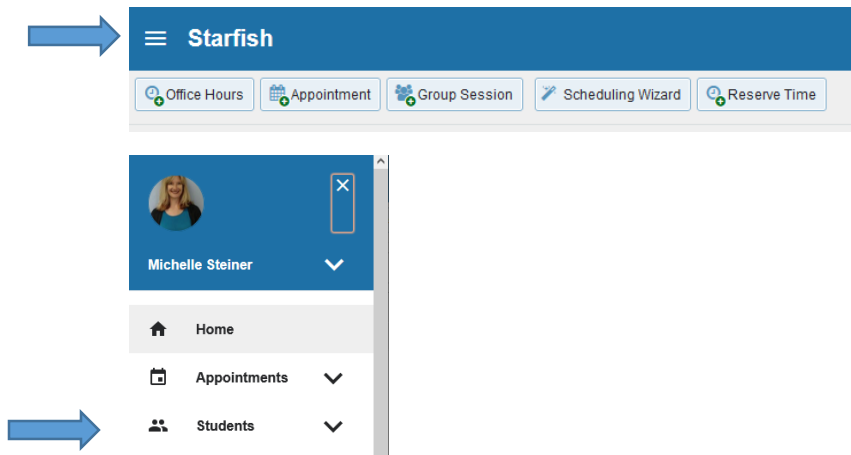
Click on Sign on Links and select Starfish.



You can access your surveys in 2 different ways – one is on your Starfish home page when you first log in:



The second way you can access your surveys is by clicking on the menu icon in the upper left corner of your home page and then clicking on "Students."



If you choose to access your surveys this second way, you should see tabs at the top of the screen (My Students, Tracking, Attendance, Progress Surveys). The Progress Surveys tab is where you will find your Early Alert Survey(s).



The image below is what you will see when you click into one of your surveys. Your students show up on the left (the students are blocked out for privacy purposes under that blue box below), and items you can raise for each student will show when you click the “+” sign to the far right of each student (see arrow on right).

NOTE: If you have multiple surveys, there is a drop-down menu (see arrow on left) where you can choose the survey you’d like to complete (but please complete them all before the deadline!)

NOTE: you do not have to click on flags, referrals, and/or kudos for every student.

NOTE: you will be prompted to write a comment if you choose a referral or a kudo (referral comments can’t be seen by students; kudo comments can be seen by students). Flag comments are optional, and can’t be seen by students).

Starfish

Search for Students

MY STUDENTS TRACKING ATTENDANCE PROGRESS SURVEYS (3)

CHOOSE SURVEY

Astronomy (22FA-ASTR-101-A): Early Alert Survey Fall 2022

Astronomy (22FA-ASTR-101-A): Early Alert Survey Fall 2022

DUE October 08, 2022 at 11:00 PM

Hello all! Please use the instructions given in the Early Alert emails to complete this survey.

Search | i

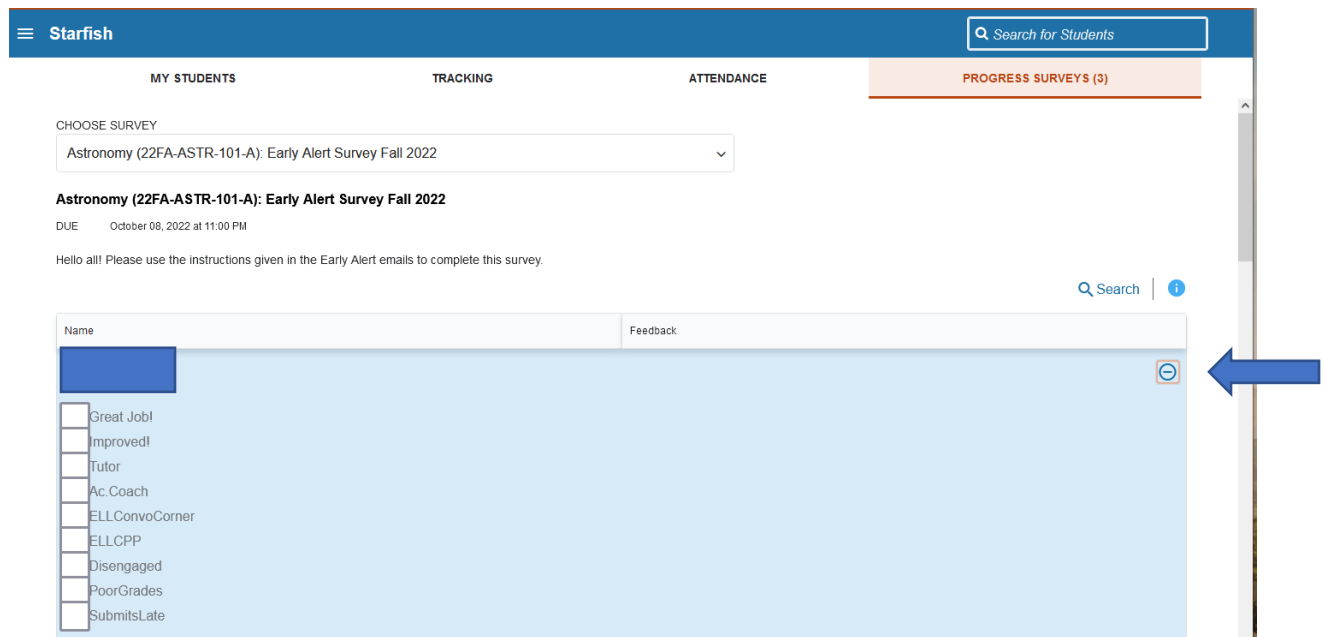
Name	Feedback
[Redacted]	+
[Redacted]	+
[Redacted]	+
[Redacted]	+
[Redacted]	+
[Redacted]	+

RESET SUBMIT

DO NOT CLICK SUBMIT AT THE BOTTOM OF THE PAGE UNTIL YOU HAVE CLICKED ON THE PLUS SIGN FOR EVERY STUDENT ON WHICH YOU WANT TO RAISE ITEMS.

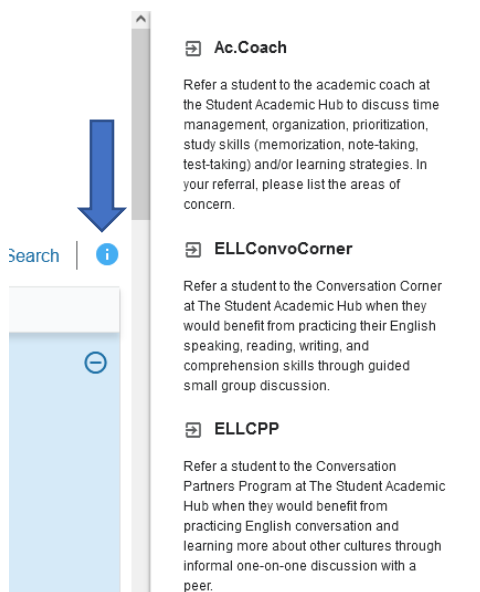
This image shows you what happens when you click on the plus sign. All flag, referral, and kudos options appear. You must click on the plus sign for every student for which you want to raise a tracking item.

DO NOT CLICK SUBMIT AT THE BOTTOM OF THE PAGE UNTIL YOU HAVE CLICKED ON THE PLUS SIGN FOR EVERY STUDENT ON WHICH YOU WANT TO RAISE ITEMS.



The screenshot shows the Starfish interface with a blue header bar containing the Starfish logo and a search bar labeled "Search for Students". Below the header are tabs for "MY STUDENTS", "TRACKING", "ATTENDANCE", and "PROGRESS SURVEYS (3)". The "TRACKING" tab is active. A dropdown menu labeled "CHOOSE SURVEY" is set to "Astronomy (22FA-ASTR-101-A): Early Alert Survey Fall 2022". Below this, it says "Astronomy (22FA-ASTR-101-A): Early Alert Survey Fall 2022" and "DUE October 08, 2022 at 11:00 PM". A message reads: "Hello all! Please use the instructions given in the Early Alert emails to complete this survey." Below this is a table with columns "Name" and "Feedback". A blue arrow points to a plus sign icon in the top right corner of the table, which opens a dropdown menu with the following options: Great Job!, Improved!, Tutor, Ac. Coach, ELLConvoCorner, ELLCPP, Disengaged, PoorGrades, and SubmitsLate.

Don't know what one of the above items means? Click the blue information button to see a list of all tracking items and their descriptions.



The screenshot shows a sidebar with a search bar and a blue arrow pointing to a plus sign icon. The main content area displays a list of tracking items with their descriptions:

- Ac.Coach**
Refer a student to the academic coach at the Student Academic Hub to discuss time management, organization, prioritization, study skills (memorization, note-taking, test-taking) and/or learning strategies. In your referral, please list the areas of concern.
- ELLConvoCorner**
Refer a student to the Conversation Corner at The Student Academic Hub when they would benefit from practicing their English speaking, reading, writing, and comprehension skills through guided small group discussion.
- ELLCPP**
Refer a student to the Conversation Partners Program at The Student Academic Hub when they would benefit from practicing English conversation and learning more about other cultures through informal one-on-one discussion with a peer.

Click “Submit” to complete the survey. You will be unable to re-access this course’s survey once submitted.

Starfish

Search for Students

MY STUDENTS

TRACKING

ATTENDANCE

PROGRESS SURVEYS (3)

CHOOSE SURVEY

Astronomy (22FA-ASTR-101-A): Early Alert Survey Fall 2022

Astronomy (22FA-ASTR-101-A): Early Alert Survey Fall 2022

DUE October 08, 2022 at 11:00 PM

Hello all! Please use the instructions given in the Early Alert emails to complete this survey.

Search

Name	Feedback

RESET

SUBMIT

