Completing a Progress Survey in Starfish

Log in to my.marymount.edu.

← → C @ O A https://my.marym	iount.edu/Home
Portal - Marymount 👘 Marymount University 🜀 MU Gmail 👘 ML	J Portal 💮 Marynet
or myMarymount	
Home	Walcomo to our intranot portal
Login Forget Password? I Manage Your PIN First Time Users By signing onto this portal, you agree to abide by its Terms of Use, Please contact IT Support Services via <u>email</u> or 703-526-6990 if you need assistance.	Welcome to our intranet portal

Click on Sign on Links and select Starfish.

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	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).

≡ Starfish	Q. Snarch for Students			
MY STUDENTS	TRACKING	ATTENDANCE	PROGRESS SURVEYS (4)	

The image below is, for the most part, what you will see when you click into one of your surveys. Your students show up on the left, and items you can raise show across the top (which will be different than the ones you see here).

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).

MY ST	UDENTS	TRACKING	0	TTENDANCE	PROGRESS	SURVEYS (4)
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Close-up view (below). Clicking the information icon next to any of the tracking items will give you more information about that tracking item.

**There is a possibility that based on a Starfish update, the info icon will show to the far right of the survey (see image above, next to search icon) instead of next to each individual tracking item. If that is the case, clicking on that icon will provide you with information about all tracking items available in this survey, rather than just one item at a time.



Click "Submit" to complete the survey. You will be unable to re-access this course's survey once submitted.



When all surveys are submitted, the Progress Surveys tab will indicate you are done.

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