Starfish Academic Alert

**Agenda**

- Starfish at RIT – Basics
- Academic Alert Process and Interactions
- Expectations for Use
- Logistics, Additional Training and Support

**Basics**

- Web-based tool to communicate with students
- Identify students struggling in the course
- All undergraduate students have an assigned academic advisor
- Starfish is available all semester, two Academic Progress Report campaigns
- Communications from Starfish
  - Students receive email directly
  - Receive updates on their students
    - Academic, faculty, and support advisors
    - Department and college leadership
Academic Alert Process

- Instructor sends alert to student (via “Academic Progress Report” or “Raise Flag”)
- Student talks to instructor
- Student talks to advisor
- Instructor/Advisor adds comments to flag
- Student does not respond
- Instructor/Advisor adds comments to flag
- Communication continues between instructor, advisor, and student

Expectations

Raise flags for any students who are at-risk in your course

- Raise flags via academic progress reports during both campaigns
  - Submit reports even if no concerns
- Raise flags outside of the report if a student’s status has changed or there is a new concern
- When raising flags, always add comments addressed directly to the student
- Keep comments brief, factual, and supportive

Fall 2019 Academic Progress Reports

- Weeks 4-6 Academic Progress Report #1
  - All undergraduate courses, undergraduate students
- Weeks 8-10 Academic Progress Report #2
  - All undergraduate courses, undergraduate students
Training: CPD Sessions in CIMS 2160
Tuesday 9/7/19 @ 10-11am
Wednesday 10/2/19 @ 2-3pm
Friday 10/18/19 @10-11am
Thursday 10/31/19 @1-2pm

Open Lab Walk-in sessions in CIMS 2160
Thursday 9/26/19 @ 1-3pm
Monday 9/30/19 @ 10am-12pm
Wednesday 10/2/19 @ 2-3pm
Thursday 10/24/19 @ 10am-12pm
Monday 10/28/19 @ 1-3pm

User Guide: www.rit.edu/starfish
Questions: starfish@rit.edu