

Connect to the <u>IUP VPN</u> for full access to IUP Advise quick links.

Access IUP Advise: https://IUPCRM.elluciancrmadvise.com

Enable pop-up windows.

Advising and Faculty Dashboards

IUP Advise provides two views that can display important information regarding your students and courses. The **Faculty Dashboard** lists students enrolled in the sections you are instructing during the current term. The **IUP Advising Dashboard** lists your advisees. You can access a students' profile by clicking on their name.

To make navigating between the two dashboards easier, you can choose which dashboard you would like to see each time you login to IUP Advise. To set a default view, switch to the dashboard you want to see and then select **set as default** at the top of the screen.



Below is an example of what the **faculty dashboard** looks like. At first glance you can see it presents information on your sections for the current semester, students enrolled in those courses, success scores of students enrolled in those courses, active alerts for students in your sections, and any activities you need to complete regarding those students.

My Sections	·					=	Course Scores	
Name 🛧	Numbe	r Course		Term 🛧	Campus		No course scoring data exists for your students.	
IAWK 102	006	HAWK	102	Fall 2020	Indiana	Â		
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1 - 9 of 18					🕅 🖣 Page 1	•		
My Students							Alerts	
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ives	Dakira	Dakira		HAWK 102	006	100		
ehner	Elizabeth	Elizabeth	Merie	HAWK 102	007	100	My Activities 👻	+

The **IUP Advising Dashboard** provides a snapshot of vital information about your students.

My IUP As	signed Advisees 🗸			Student Risk Level Plac: Al Suderit: v		
Search for r	scords		Q			
Last Name 🕈	First Name 1 Preferred Name Middle Name ERP ID	Academic Level Email	Cumulative GPA Scoring Plan S	Risk Level Range	Number of Students (out of 12)	
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Damico		Undergraduate	Education M			
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				My Activities v		+
				Search for records		
				Activity Type Subject	Regarding Priority Start Date Due Date 1	I
Acader	P Advising Tools and Resources mic Advising Resources or Advocate Bulletins : Catalogs					

- Advisees are listed in the window on the left.
- The Student Risk Level graph provides an at-a-glance view of your advisees' success/risk levels.
- Advisors should check the "Open Alerts Window" daily to review any open alerts and take necessary action.
- The "Action" window lists actions an advisor has taken and provides an opportunity for users to **add an action**.
 - o "Actions" include emails, phone calls, alerts, etc.
 - Users can add an action from this window by clicking on the plus (+) sign

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	Letter
	🚇 Fax
No Activities found for this Activity. Select Add (+).	Advising Appointment
NO ACTIVITES IOUND IOF THIS ACTIVITY. SELECT ADD (+).	Alert
	External Email
	Service Message
	D Mobile Notification

 Remember if raising an "Alert," users must select the type of alert from the pre-populated "Category." Click on the magnifying glass at the right side of the Category line. (See the "Alerts and Activities" for more information.)

The lower left window of the dashboard provides access to MyIUP links including:

- Academic Advising Resources (IUP's Academic Advising Website)
- Advisor Advocate Bulletins
- Course Catalogs
- Degree Works
- GPA "what if "calculator
- Research Topic Approval Form
- Student Advising Profile
- Student Transcripts