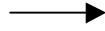


Log into Web Reports;
Choose Academic / Advisors from
menu



- Generate a New Report
- View an Existing Report
- Academics / Advisors Menu
- Personal Settings

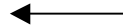
Written and maintained by Kelly Payton
Database Administrator

Select from your Bookmarks

Quickstart Guide

- Student Search (Advisors start here)
- Class Information
- View Students By Major
- E-Mail Instructor's Students
- Schedule Verification
- Schedule Blocks
- Student Comments
- Assign Advisees
- View Advisees

Choose "view advisees"



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Select from your Bookmarks

Web Reports (PROD7): Advisor Advisees

Term Code: 200702 - Spring 2007

Advisor Username: jnewell

View Advisees

1. Makes sure you have the right term selected and your advisor's name is entered.

2. Click on view advisees

E-mail all Advisees

- Term GPA < 2.00
- Cumulative GPA < 2.00
- Cumulative GPA >= 2.00

Reports Key:

- PGE: Petition-to-Graduate Evaluation
- S: Transcript by Subject
- T: Transcript by Term
- CT: Transcript by Cumulative Terms
- Schd: Student Schedule

Name	ID	Level	Class	Acad Stgd	Pet. Grad?	Alt. Grad?	Advr. Hold?	Reg. Hold?	Cumul GPA	Term GPA	Email	Reports
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Web Reports (PROD7): Advisor Advisees

Term Code: 200708 - Fall 2007

Advisor Username: jnewell

View Advisees

4 ways to email your advisees

Key to the reports hot links

Student name is hot-linked to "Comments" screen

Email address is a hot link.

Done

Name	ID	Level	Class	Acad Stgd	Pet. Grad?	Alt. Grad?	Advr. Hold?	Reg. Hold?	Cumul GPA	Term GPA	Email	Reports
[REDACTED]	[REDACTED]	US	SE	G1	No	798778	No		3.00	3.50	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	583072	No		2.56	2.16	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	593899	No	Yes	2.50	2.60	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	565147	No		3.00	2.80	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	553294	No		2.72	2.75	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	481988	Yes	Yes	3.93	4.00	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	JU	G1	No	447660	No		2.60	3.40	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	726761	No		3.37	3.00	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	689067	No	Yes	2.52	1.50	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G2	No	555507	No		2.69	3.00	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G	No	942461	No		2.57	3.00	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	519858	No		2.39	2.66	(200608)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	661708	No		2.92	2.75	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	509445	No	Yes	3.80	4.00	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G4	Yes	919844	No		2.33	2.40	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	541377	No		3.76	3.57	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	No	608153	No		2.82	3.00	(200702)	PGE, S, T, CT, Schd
[REDACTED]	[REDACTED]	US	SE	G1	Yes	633491	No	Yes	2.64	3.00	(200702)	PGE, S, T, CT, Schd

Note that ALT PINS for the term are listed right here, and you can see if there is a hold on the student's record (Reg.Hold?) or place a hold yourself (yes / no toggles in the Advr. Hold? Column).

Students can see advisor's name with their Registration Status information!