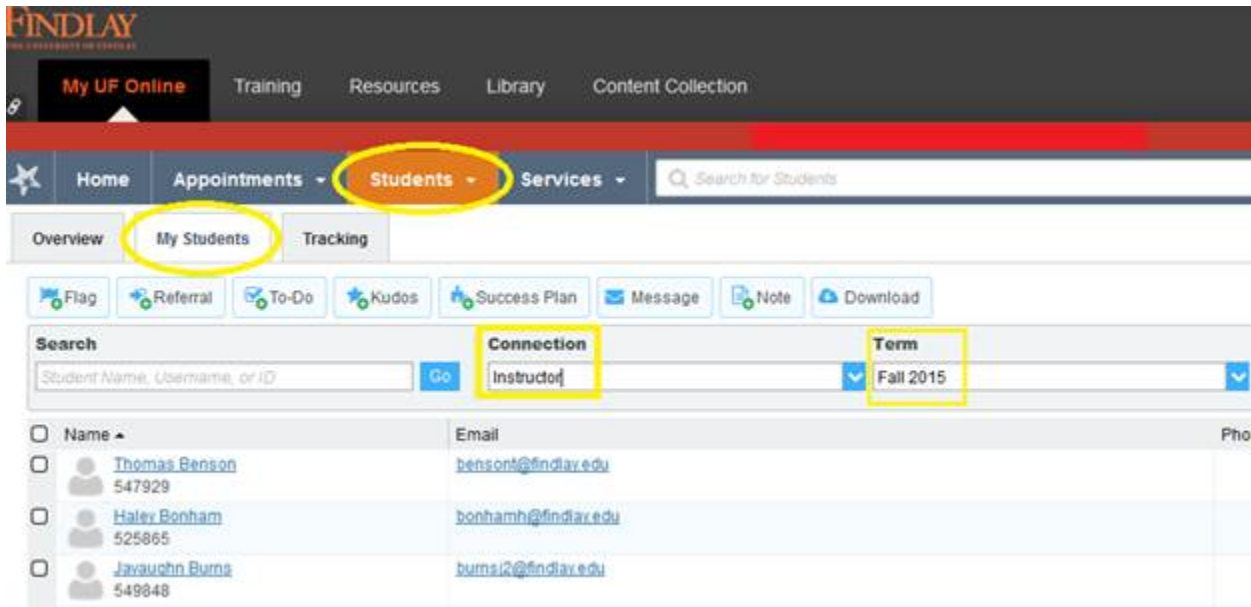


Dear Starfish Users (faculty and staff members),

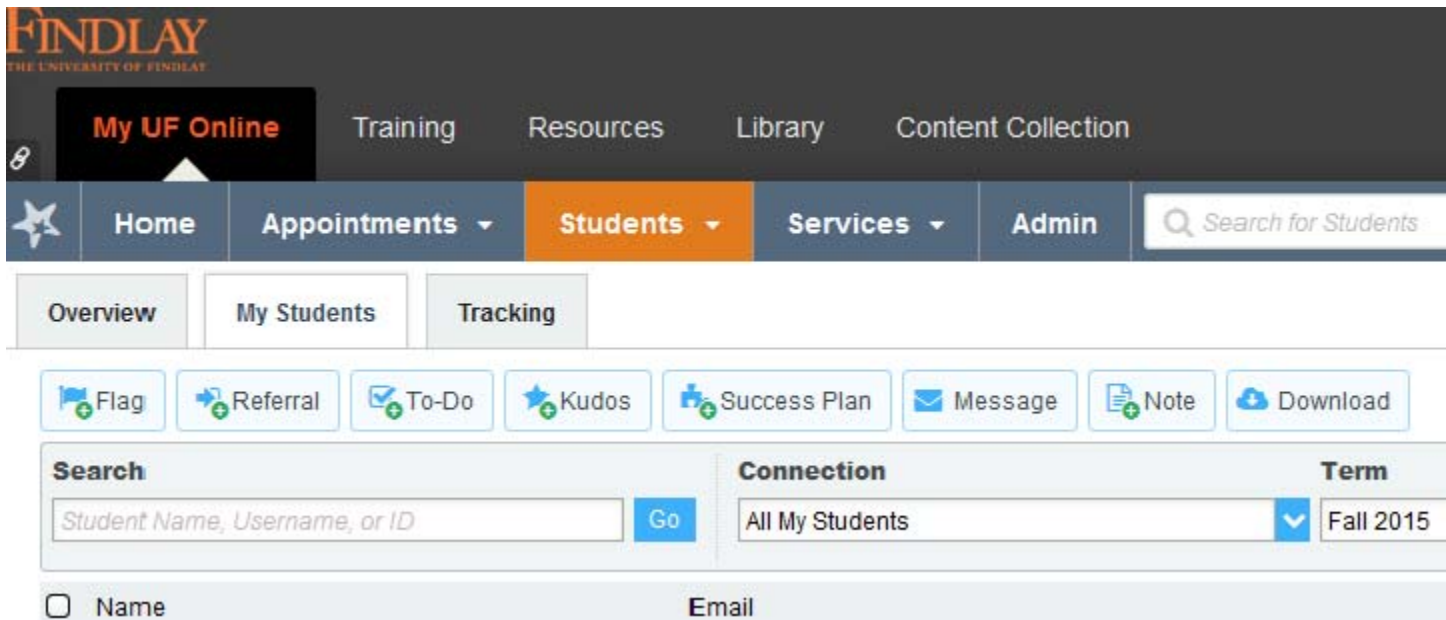
We have transitioned to the Spring 2016 term in Starfish.

You will still be able to access your Fall 2015 student files to review previous tracking items and notes.

You can access Fall 2015 tracking items by filtering your connections per term as shown below:



If you want to view tracking items for a specific student, you can search for that student in the search bar *or* through your connections list.



After opening the student's file, you can access their Fall 2015 tracking items and notes via the "Notes" tab. Select "Fall 2015" in the "Created in Term" dropdown as shown below:

The screenshot shows the FINDLAY My UF Online interface. The top navigation bar includes 'My UF Online', 'Training', 'Resources', 'Library', and 'Content Collection'. Below this is a secondary navigation bar with icons for 'Flag', 'Referral', 'To-Do', 'Kudos', 'Success Plan', 'Academic Plan', 'Message', 'Note', and 'Appointment'. The left sidebar contains a menu with items: Overview, Success Plans, Academic Plans, Courses, Tracking, Meetings, Notes (circled in red), and Network. The main content area displays a table of notes with the following data:

| Type | Subject | Written By | Date |
|---------------|--------------------------------------------------|--------------------------------------------------------------------------|-------|
| Flag Comment | Clear Comment Low Quiz/Test Scores | Kristen Hiding Role: Starfish All Access, Student Success Coordinator | Today |
| Flag Comment | Clear Comment Low Quiz/Test Scores | Kristen Hiding Role: Starfish All Access, Student Success Coordinator | Today |
| Flag Comment | Clear Comment Low Quiz/Test Scores | Kristen Hiding Role: Starfish All Access, Student Success Coordinator | Today |
| Kudos Comment | Remove Comment Excellent Academic Performance | Kristen Hiding Role: Starfish All Access, Student Success Coordinator | Today |

Please let me know if you have questions.

Kristen Hiding

Student Success Coordinator

Oiler Success Center

419.434.5688