

Student Name
~~XXXXXXXXXX~~



- Overview
- Success Progress
- History
- Class Info
- Academic Plan
- More

| | | | | |
|----------------------|---|-------------------|------------------------|----------------|
| Course Grade D/F | Repeated Courses | Withdrawn Courses | Missed Success Markers | Cumulative GPA |
| 1 | 0 | 1 | 0 | 3.13 |
| Total Credits Earned | Credit Completion % at this Institution | | | |
| 102.00 | 95% | | | |

BIO: Biology BS
 Bachelor of Science
 with a concentration in SAHBS.PROP
 College of Science and Health

STUDENT ID
~~XXXXXXXXXX~~
 ALTERNATE ID
~~XXXXXXXXXX~~
 CLASSIFICATION

Current Alerts 0

- I want to...
- Message Student
 - Add a Reminder to this Appointment
 - Report on Appointment**
 - Add to Watch List
 - Issue an Alert

Active Appt. Campaigns 0

Student is not involved in a

To take notes on a student appointment, you must first get to a student's page. Once their name is at the top, you're in the right place. To take a note, select 'Report on Appointment' in the righthand 'Current Alerts' menu.

Only three things are mandatory to be able to save a note. The first is 'Care Unit' – this is always going to be advising. Next is 'Location' which will always be 'My Faculty's Office'. Last is the 'Service', which could be 'Academic Planning' or 'Academic Concern'. Everything else is optional!

Notes are twofold – to help you, which could be remembering details of your appointments or just tracking which students came in. The other part is for other advisors and faculty across campus to see them. Notes are visible to all advisors, but not to the students themselves. However, they are part of their academic record, so they could open records request them, and we need to treat the notes accordingly. Please see the Navigate section of the UWL website for more information on this.

Generally most folks just use the appointment summary to type quick details of what they talked about. Don't spend more time on this than you need to!

Required

APPOINTMENT REPORT FOR MAYA ADAMS

Appointment Details

Care Unit

Location

Service


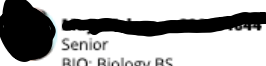
Course

Meeting Type

Date of visit

Meeting Start Time to Meeting End Time

Attendees

-  Advisor, Professor
-  Senior BIO: Biology BS

Checkin to Checkout

Suggested Followup
This will be saved on the report as a suggestion. No appointment will be created.
Date Time

Summary Details For Maya Adams

Academic or Career Goals

Goals for next session/next steps




Student has discussed possibility of transferring/withdrawing. Yes No N/A

Student shared personal/financial concerns. Yes No N/A

Advisor explained any program application requirements or major/career information (if applicable). Appointment was a drop-in. Yes No N/A

Is this student your assigned advisee? Yes No N/A


Appointment Summary

B I    Paragraph

Optional

Attachments

No file chosen

 An appointment will be created after you submit this report. If a Meeting End Time is not entered, this will default to the time you Save this Report.