

GradesFirst Newsletter

Fall 2015

Vol 4.0

The purpose of the GradesFirst newsletter is to keep you up-to-date on GradesFirst best practices and continuing upgrades to the system.

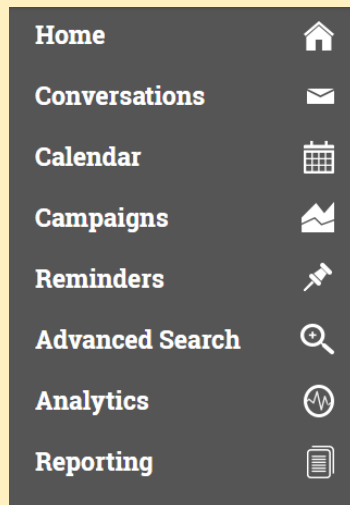
Editions planned for fall and spring semesters.

Editors: Phyliss Shey and Penny Beasley

NEW FEATURES IN GRADESFIRST

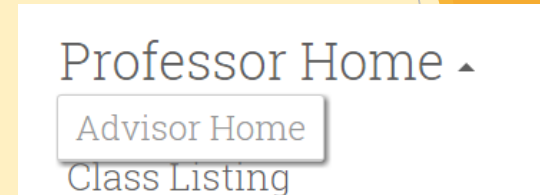
GradesFirst has a new interface. Some changes:

- ▶ The words quick search no longer appear at the top of the page - but you still see the magnifying glass icon - click to begin searching for a student.
- ▶ Most of the pages you previously reached via the gray bar at the top have been moved to a menu bar on the left. Depending on your role(s) in GradesFirst, you might not see all of the items. Hover over the menu icon at the top of the screen to see the titles of the icons.

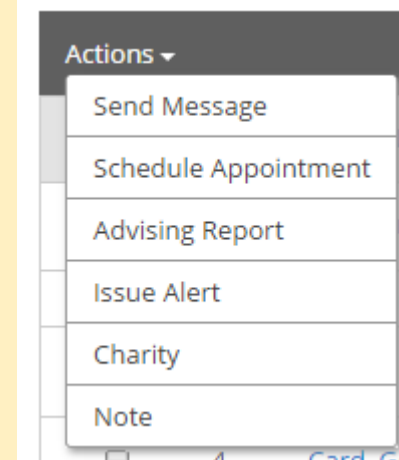


NEW FEATURES IN GRADESFIRST

- ▶ If you have multiple roles (click the down arrow next to Home to toggle to the other role.



- ▶ The buttons above your assigned students have been collapsed into an actions menu. Click the box next to the student(s) you wish to take action on and then click the down arrow next to the word actions to select the option you wish. Click the arrow again to collapse the menu.



ANALYTICS FOR FACULTY ADVISORS

Faculty advisors have access to analytics in GradesFirst. Click the analytics icon to get to the landing page. You can select yourself as the advisor and enter a date range to see how many appointments were scheduled, drop-ins, and no-shows. You can also see your busy times/days of the week and week of the semester. Results can be exported into PDF or printed.

Examples show spring 2015 for one faculty advisor who uses GradesFirst.



RECORD ATTENDANCE AT EVENTS - "SWIPE 'EM IN"

Does your department hold events for students you wish could be recorded on the students' GradesFirst record? There is a quick and easy method to do this using kiosk function in GradesFirst. Contact Phyliss Shey at pshey@utk.edu for details.

I want this kiosk to offer only

SSC Events

This Kiosk Should

Just Record a Visit for SSC Events

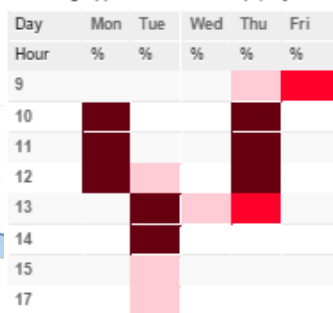
Welcome to

SSC - Event Kiosk

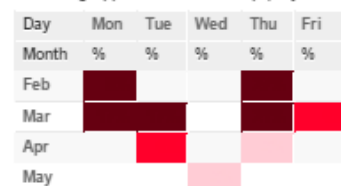
Please swipe or sign in

Submit

Advising Appointment Heat Map (Day of Week and Hour)



Advising Appointment Heat Map (Day of Week and Month)



Units Using GradesFirst

Advising Centers	Faculty Advising	Tutoring	Other Support
Agriculture & Natural Resources	<ul style="list-style-type: none"> • Animal Science • Biosystems Engineering • Environmental Soil Science • Food Science and Technology • Plant Sciences 	Student Success Center Tutoring and Supplemental Instruction	Student Success Center (Academic Coaching)
Architecture & Design	N/A	Multicultural Student Life	Honors
Arts & Sciences	<ul style="list-style-type: none"> • Thirteen departments; more being added Fall 2015 	Chemistry Tutorial Center Organic Chemistry Tutorial Center	National Scholarships & Fellowships
Business Administration	N/A	Writing Center	Career Services
Communication & Information	<ul style="list-style-type: none"> • Coming Fall 2015 	Math Tutorial Center	VolsTeach
Education, Health, & Human Sciences	<ul style="list-style-type: none"> • Child and Family Studies • Kinesiology • Nutrition 		Disability Services
Engineering	<ul style="list-style-type: none"> • Chemical & Biomolecular • Electrical & Computer Science • Industrial and Systems • Materials Science 		First-Year Studies
Nursing	N/A		Undergraduate Research
Social Work	<ul style="list-style-type: none"> • Social Work 		Educational Advancement Program