

ADVISING SNAPSHOT SPECIAL EDITION: NAVIGATE April 2020

What is it and why should I care?

NAVIGATE is more than advising software. It is a powerful Student Success Management System that brings together administrators, faculty, advisors, and staff to support students from first enrollment to graduation. It contains extensive UWO specific data and provides predictive analytics to identify and implement retention initiatives.

Chancellor Leavitt invested in this tool in 2016 after learning how it helped other campuses improve retention and close equity gaps. In 2018, the UW System invested in NAVIGATE system-wide for the same reasons.

This year, UWO has experienced a drop in retention and persistence. Declining enrollment affects your department. You might ask, what can I do? As a faculty/IAS Advisor you play a critical role in student retention and persistence. These relationships matter. Use NAVIGATE to more intentionally and proactively reach out to and support your advisees. Making your advising relationships a priority will benefit students and the university.

The key to the success of NAVIGATE lies with the users. The more users, the greater the impact and the better the return on the investment.

How can I get started?

NAVIGATE has so many features it can be overwhelming at first. Faculty/IAS Advisors can start by choosing one feature to use regularly. Those already using NAVIGATE could consider adding one more feature to their repertoire. Some of the easiest ways to get started include...

1. Document advising – this is the best and easiest way to get started. Documenting advising conversations and recommendations benefits you, the student, and other advisors and staff that may need to work with that student. Use the Report on Appointment for advising documentation.
2. Student Profile – review information that has already been shared with your student(s) under the Reports/Notes tab. At the top of the Appointment Summaries section, you can filter out "Care Units" like Advising and Tutoring to see those specific notes.
3. Campaigns – easy to use with targeted impact. You can select your assigned advisees, or use Advanced Search to find another group of students meeting your criteria, and invite them to schedule an appointment with you electronically.

****Now is a great time to conduct a re-enrollment campaign. Use Advanced Search to find the students assigned to you or in your**

department who are enrolled for Spring 2020, but not enrolled in Fall 2020. Invite those students to a phone or virtual appointment to review fall plans and encourage them to register now.

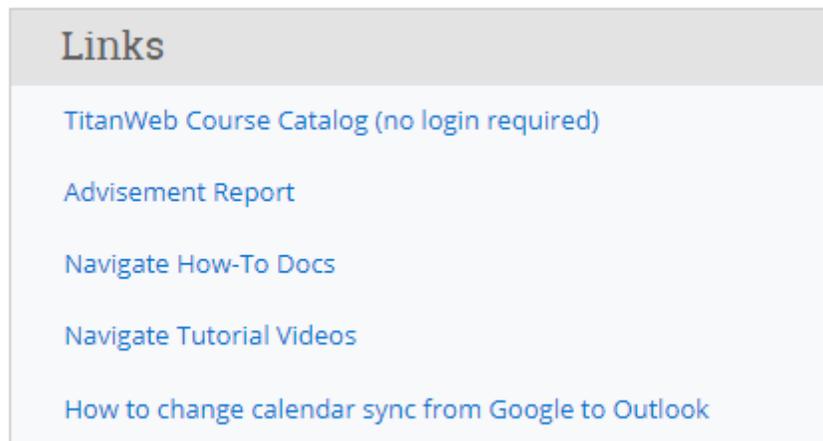
Complete instructions attached.

4. Appointment scheduling – you can create availability, sync with your Outlook calendar and let students schedule their own appointments with you.

To access NAVIGATE go to the UWO homepage under Titan Services. After clicking on NAVIGATE you will log in using your Net ID and password.



On any student profile page you can find detailed instructions and tutorial videos under Links on the right hand side of the screen.



Have a technical issue? Contact Brandon Heise, heiseb@uwosh.edu

Need help learning how to use NAVIGATE? Contact your [Advising Liaison](#)

Are you using NAVIGATE and willing to help your colleagues? Let us know!

Coming Fall 2020 – NAVIGATE student app

Starting in Fall 2020 first-year students will be able to download the NAVIGATE student app. The app gives students easy access to their class schedule, campus resources, registration holds, to dos, important dates and

other key information to help them stay on track at UWO. A small group of students are testing the app this spring and have shared positive feedback about the benefits it provides.

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