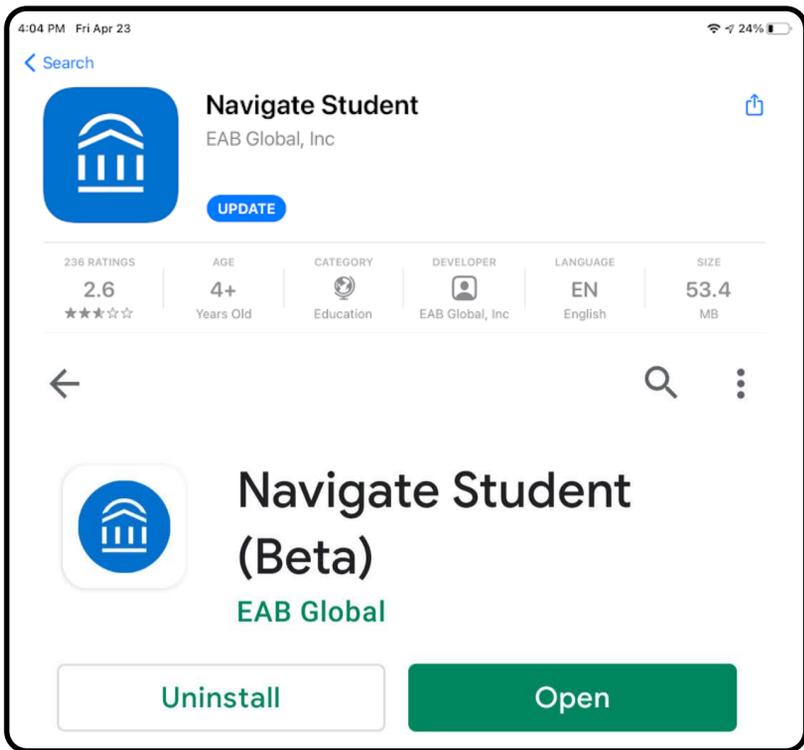


# HOW TO ACCESS NAVIGATE

## NAVIGATE STUDENT APP



To access the Navigate app on a mobile device, go to the app store and search for Navigate Student.

You can also access the mobile version of Navigate through your mobile device's web browser by going to:

<https://uwosh.navigate.eab.com/>

Type here to search

---

Welcome to Navigate!  
Search above by school name or abbreviation.

When you open the app for the first time, you have to search for University of Wisconsin - Oshkosh in the search bar at the top of the screen.

### NetID Authentication

Login to EAB - Navigate or GradesFirst

Username

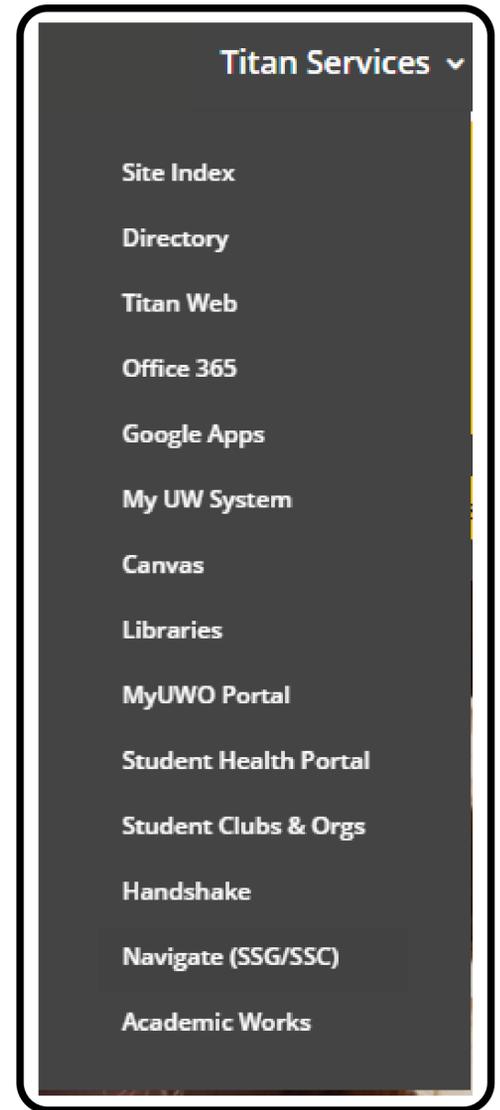
Password

Use your UW Oshkosh Net ID and password to login to the Navigate app.

## NAVIGATE WEBSITE

To access the Navigate Website from a computer start on the UW Oshkosh homepage - [uwosh.edu](http://uwosh.edu)

Hover over the Titan Services option at the end of the gray bar across the top of the webpage.



Click on Navigate (SSG/SSC) →

### NetID Authentication

Login to EAB - Navigate or GradesFirst

Username

Password

Don't Remember Login

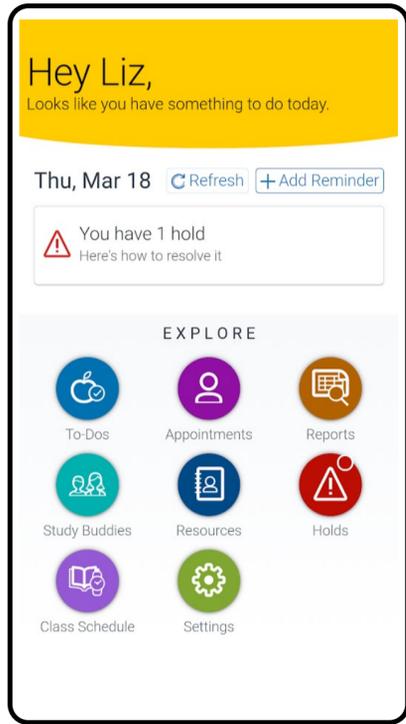
Login

Use your UW Oshkosh Net ID and password to login to the Navigate website.

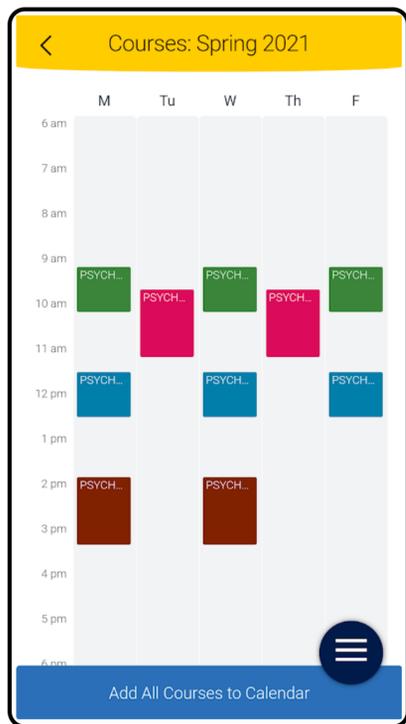
# HOW TO VIEW YOUR CLASS SCHEDULE

## NAVIGATE STUDENT APP

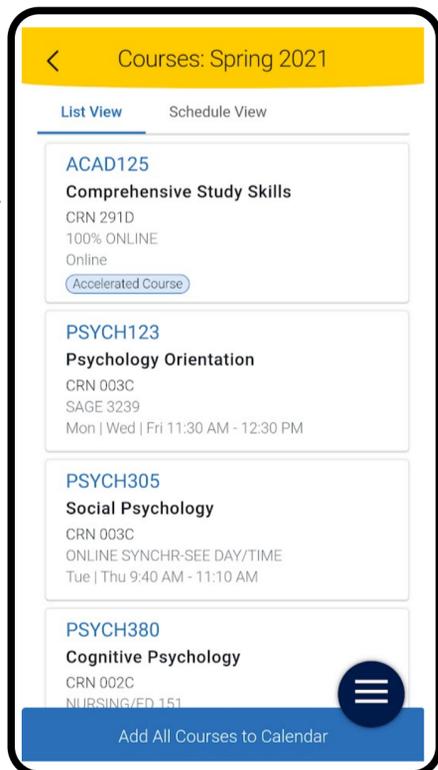
To access your schedules in the Navigate app in both a list and a calendar view click the class schedule button on the main page.



An example of a schedule in calendar view.



An example of schedule in list view. Here you can also get information on the timing and location of your class as well as method of delivery.

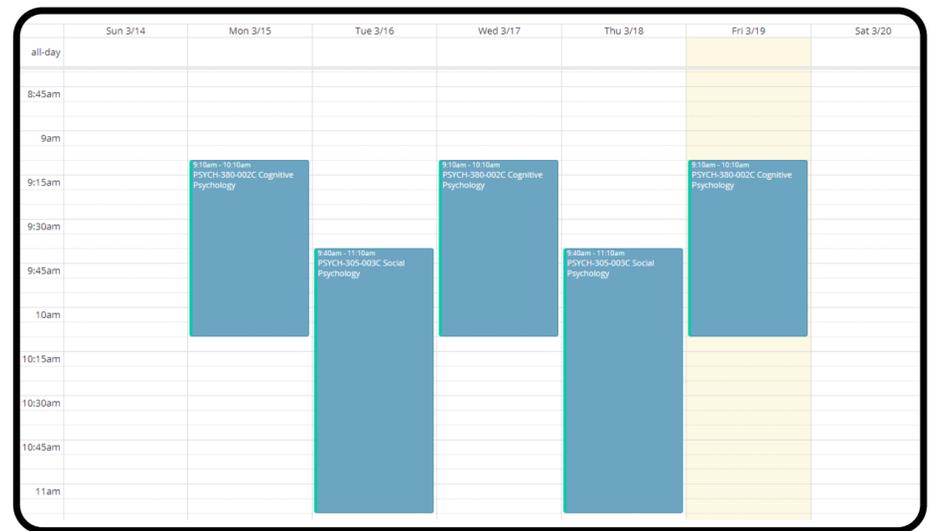


## NAVIGATE WEBSITE

### Student Home

Class Information Reports Calendar

To access your schedule on the Navigate website click on the calendar button under student home.



An example of a schedule in calendar view.

### Courses This Term

<input type="checkbox"/>	COURSE	PROFESSOR	DAYS/TIMES
<input type="checkbox"/>	ACAD-125-291D Comprehensive Study Skills	Melanie Marine (Prof. Staff)	
<input type="checkbox"/>	PSYCH-123-003C Psychology Orientation	Kim Han	MWF 11:30am - 12:30pm CT Sage-3239
<input type="checkbox"/>	PSYCH-305-003C Social Psychology	Anca Miron	TR 9:40am - 11:10am CT Online Synchr-see day/time-ONL-SYNCHR
<input type="checkbox"/>	PSYCH-380-002C Cognitive Psychology	Justyna Olszewska	MWF 9:10am - 10:10am CT Nursing/Ed-151
<input type="checkbox"/>	PSYCH-383-001C Biological Psychology	Aaron Karst	MW 1:50pm - 3:20pm CT Online Synchr-see day/time-ONL-SYNCHR
<input type="checkbox"/>	SPEC ED-402-071C American Sign Language I	Denise Clark	TR 11:30am - 1:00pm CT Online Synchr-see day/time-ONL-SYNCHR

An example of schedule in list view. Here you can also get information on the timing and location of your class as well as method of delivery.

# HOW TO SCHEDULE AN APPOINTMENT

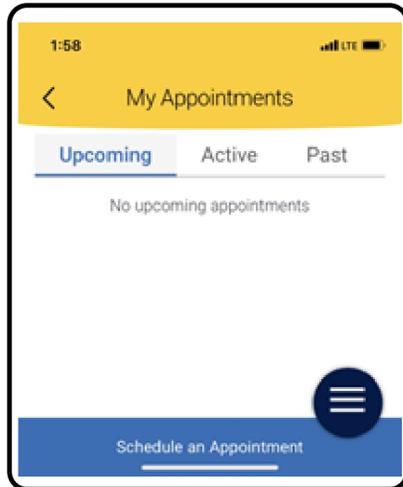
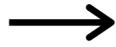
## NAVIGATE STUDENT APP

## NAVIGATE WEBSITE

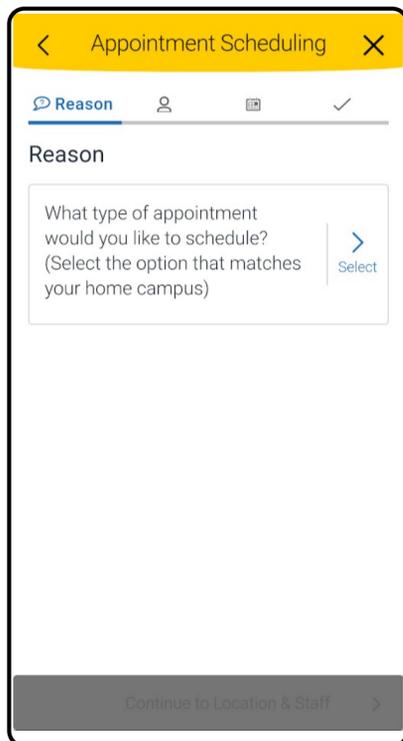
To access your appointment information in the Navigate app or to schedule an appointment click the appointments button on the main page.



To view upcoming, active, and past appointments, select one of the options along the top of the screen.



To begin the appointment scheduling process click Schedule an Appointment at the bottom of the screen.



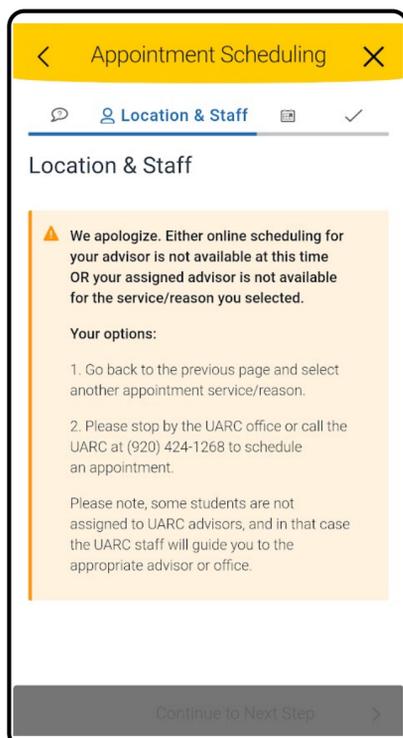
Answer the following prompts to schedule your appointment:

- What type of appointment would you like to schedule? (choose your home campus)
- Tell us why you would like to see someone (choose general advising)
- Get more specific - do you want to change/explore a major or minor? Do you need to apply to a program? Are you looking to plan out classes for next semester?

Be sure to click confirm when you have answered all of the questions to ensure that your appointment is scheduled correctly.

Once your appointment has been scheduled, you will receive a confirmation email with details about the appointment.

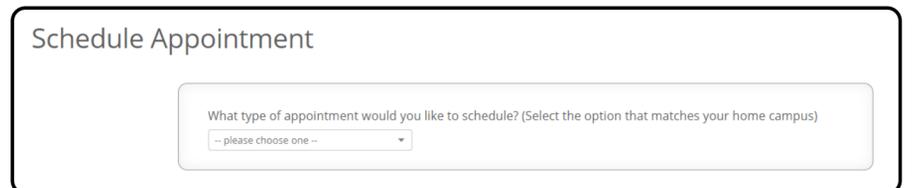
If there is an issue with making an appointment you may see a screen like this.



This may indicate that you are assigned to an advisor that is not in the UARC such as an advisor from SSS/TRIO or a faculty advisor from your major department.



To make an appointment on the Navigate website click on the schedule an appointment button under the UW Oshkosh logo on the top right side.

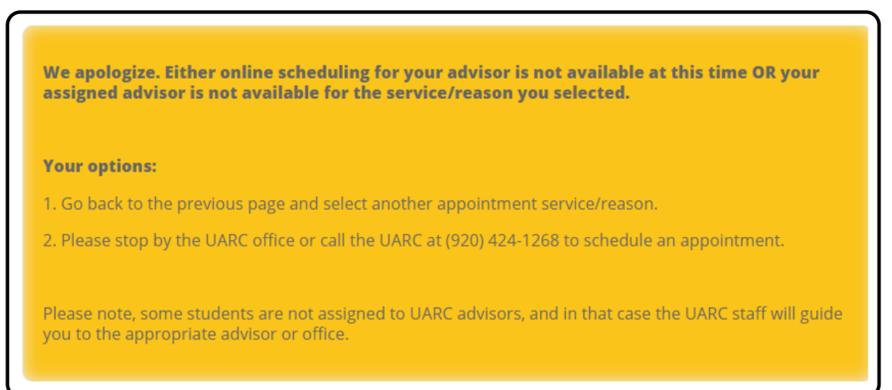


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- What type of appointment would you like to schedule? (choose your home campus)
- Tell us why you would like to see someone (choose general advising)
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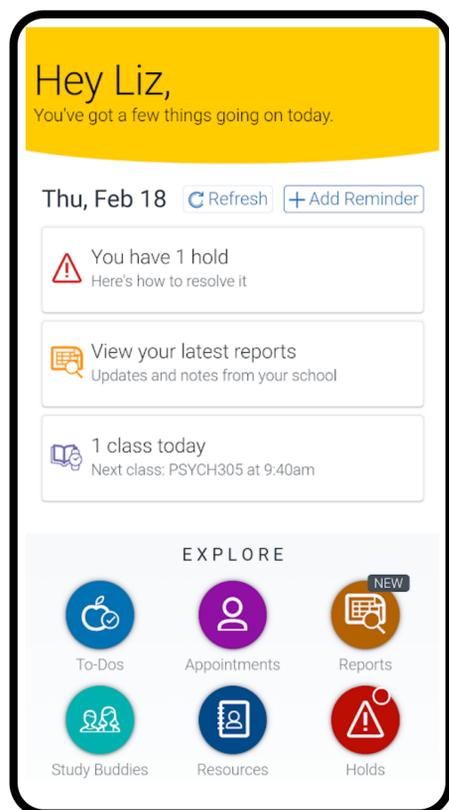
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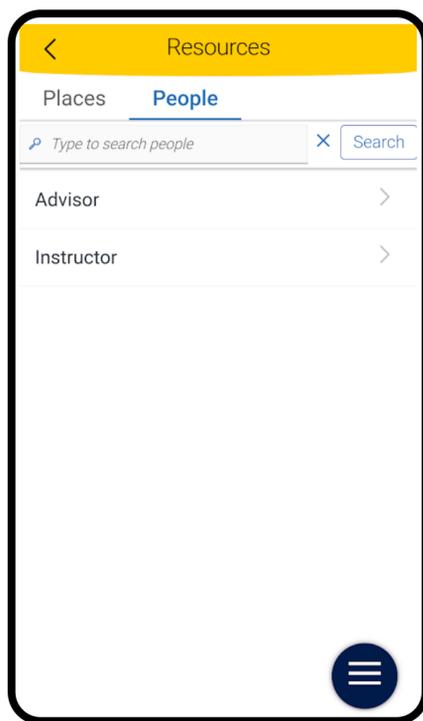
# HOW TO ACCESS ACADEMIC RESOURCES

## NAVIGATE STUDENT APP

## NAVIGATE WEBSITE



To view academic resources or to get the name and contact information for your advisors and instructors, click resources.

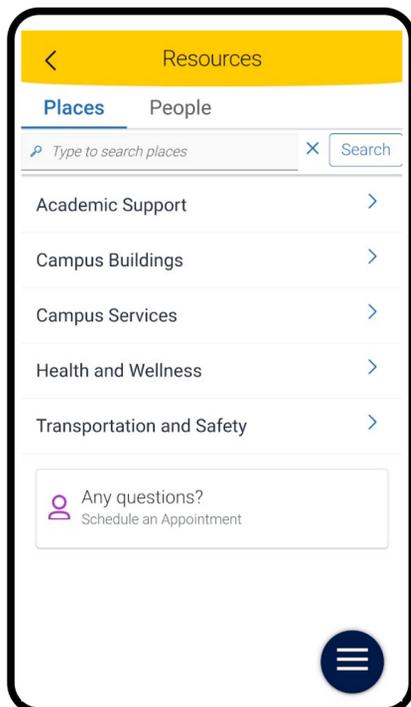


To get the name and contact information for your advisors and instructors select people at the top of the screen.



Once you have selected the person you need to contact, you can select their email address and start an email with that person straight from the app.

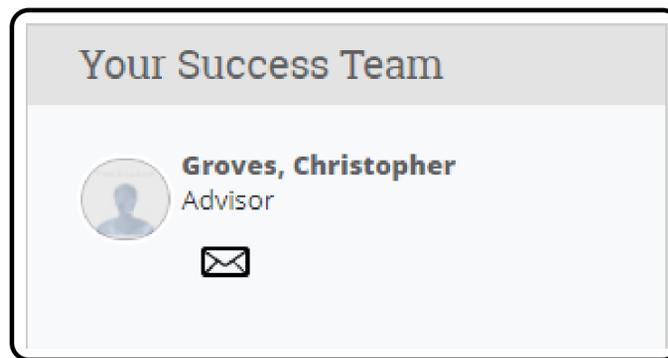
Select places then select the resource you want to learn more about from the list and you will see the following information:



- Location of and directions to campus buildings
- Link to the resource's website
- Link to email the resource
- The phone number of the resource



To view academic support resources on the Navigate website click on the academic resources link under the UW Oshkosh logo on the top right side.



To view your instructors and advisors on the Navigate website start at the main screen and scroll down. They will be on the bottom right side.

To directly email advisors or instructors from the Navigate Staff website click on the envelope icon under their name. You then can compose the message and attach any necessary files.



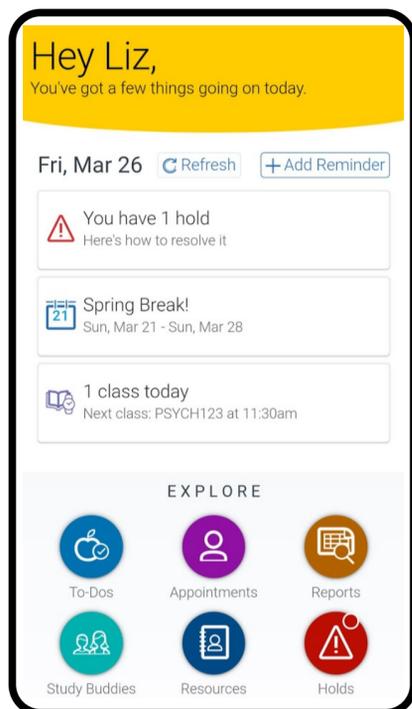
Select your campus then click the link provided. That will take you to a list of academic support resources that your campus offers.

# HOW TO VIEW REPORTS

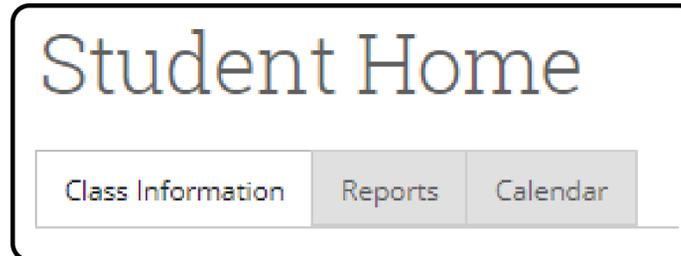
## NAVIGATE STUDENT APP

## NAVIGATE WEBSITE

Viewing reports or appointment summaries allows you to reference information from past advising appointments and to confirm the follow-up requested by your advisor.

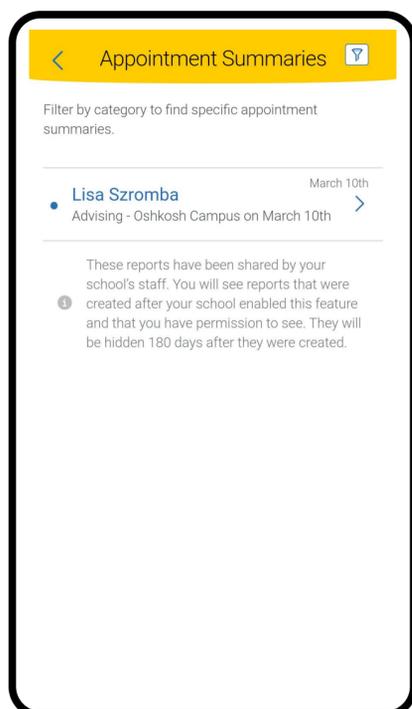


To access your reports from the past 180 days, select reports from the explore menu.



To access your past reports and appointment summaries select reports from the main screen under student home.

In the reports main page you will see a list of reports available to view.



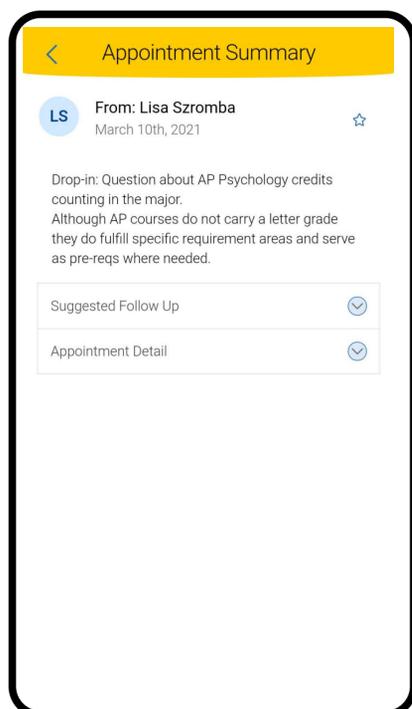
Select the report you would like to view.

DATE	REPORT FILED ON	COURSE	FOLLOW-UP	SUMMARY	DETAILS
03/10/2021 1:09pm CT	03/10/2021			Drop-in: Question about AP ...	<a href="#">View Report 03/10/2021 1:09pm CT</a>
01/21/2021 10:40am CT	01/21/2021			Liz had cancelled the apt l...	<a href="#">View Report 01/21/2021 10:40am CT</a>
01/08/2021 2:30pm CT	01/08/2021			Re: Suspension appeal Stud...	<a href="#">View Report 01/08/2021 2:30pm CT</a>
12/04/2020 10:30am CT	12/04/2020			Re: Spring classes Student...	<a href="#">View Report 12/04/2020 10:30am CT</a>
11/04/2020 12:30pm CT	11/04/2020			Re: Spring planning ...	<a href="#">View Report 11/04/2020 12:30pm CT</a>

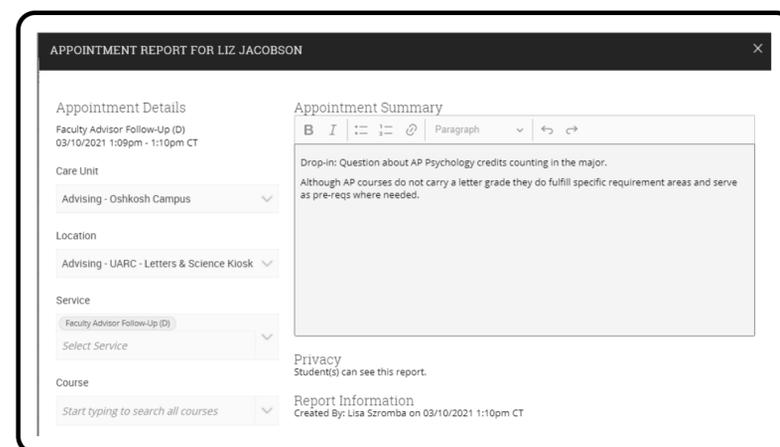
You will then see a list of reports available to view.

Select the report you would like to view by clicking on the link under details.

In the appointment summary you will see:



Notes about the topics covered in your appointment  
Suggested follow-up  
Details about the timing and location of your appointment



In the report, you will be able to see notes about the appointment and details about the timing and location of your appointment.

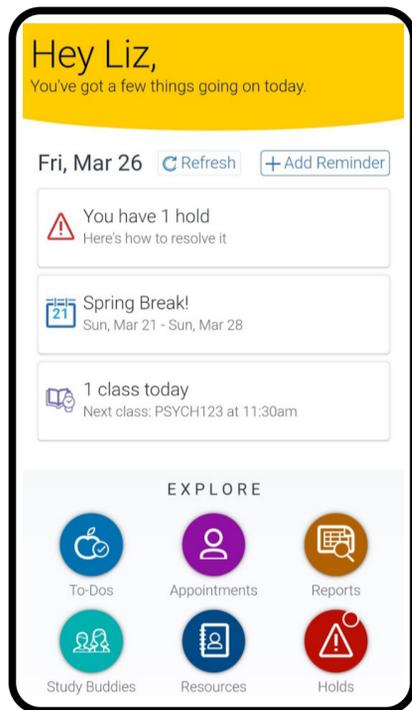
# HOW TO USE THE REMINDER FEATURE

## NAVIGATE STUDENT APP

## NAVIGATE WEBSITE

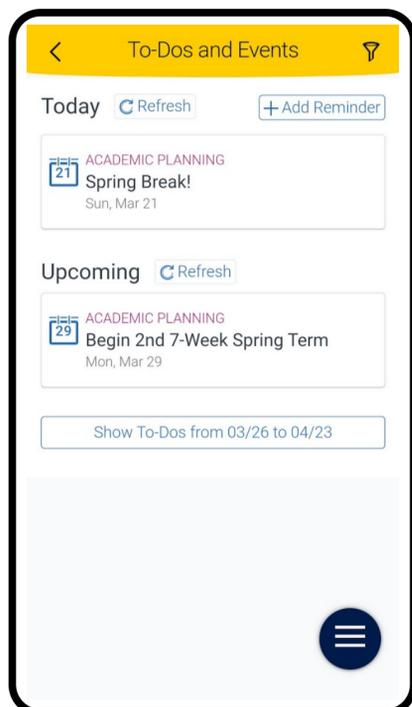
This feature is not available on the Navigate website. To access the reminder feature you must use the Navigate app.

Reminders are automatically set in the Navigate app for things like upcoming appointments, registration dates opening for new terms, and recommendations to review academic planning information like how to identify and contact your advisor or when to check for early alerts.



To access your list of reminders, select to-dos from the explore menu.

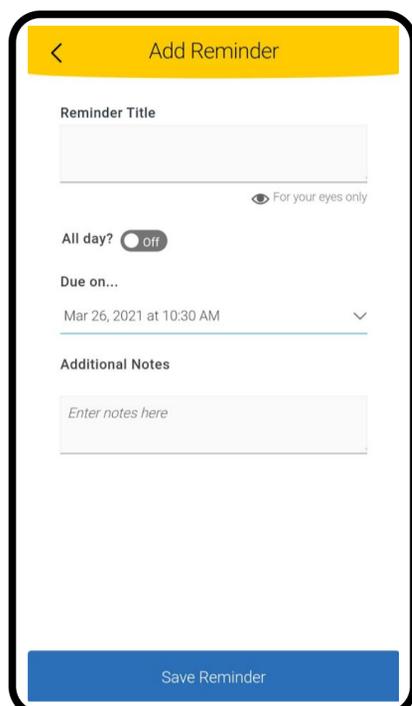
To add personal reminders, select the add reminder button on the top right.



You can filter your reminders in the Navigate app using the following categories:

- Today's to-do's
- Today's events
- Completed
- Overdue
- Hidden
- Personal reminders

You can customize the title, time, length, notes, and privacy of personal reminders you set in the Navigate app.



These reminders can be used for:

- Keeping track of when assignments are due
- Planning a study schedule
- Remembering deadlines for scholarship applications
- Scheduling student organization meetings

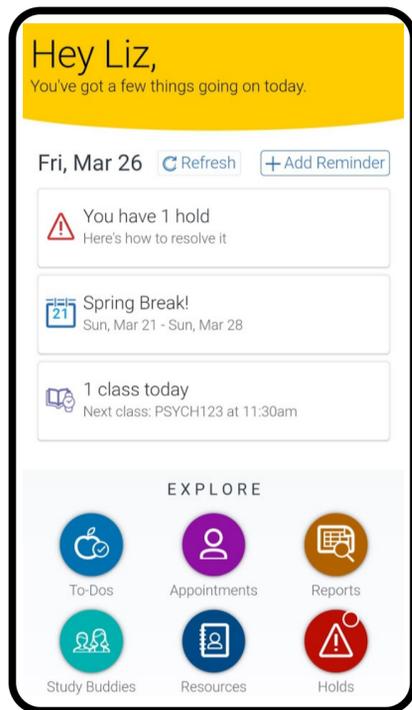
# HOW TO CONNECT WITH STUDY BUDDIES

## NAVIGATE STUDENT APP

## NAVIGATE WEBSITE

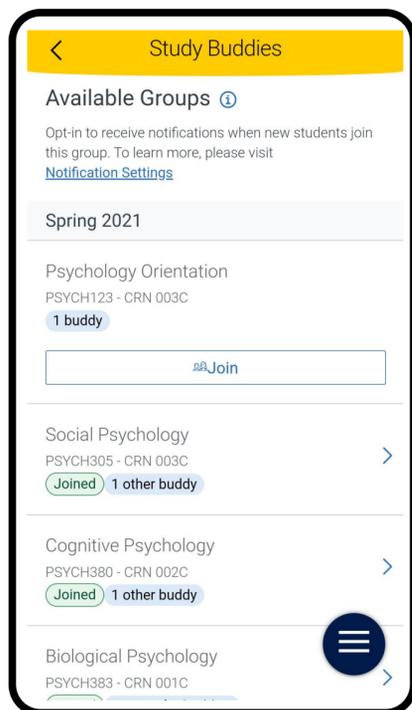
This feature is not available on the Navigate website. To access the study buddies feature you must use the Navigate app.

You can easily connect with students in your classes who are looking for another person to study course material with using the study buddies feature. This feature gives you the email address of the students you can connect with.



To access this feature, select study buddies from the explore menu.

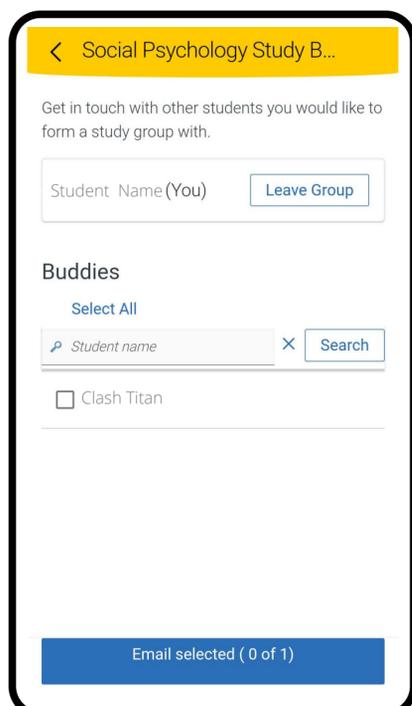
In the study buddy main page you will see a list of your courses and an option to join the list of study buddies from each course.



To add yourself to the list, click the join button.

To access the contact information for others in your classes, select that class from the menu.

If you want to leave the study group or contact a student in your class you can do so from this screen.

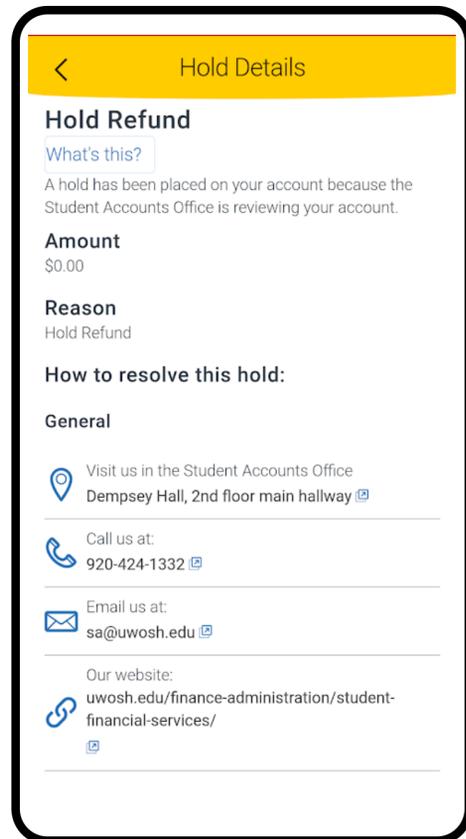
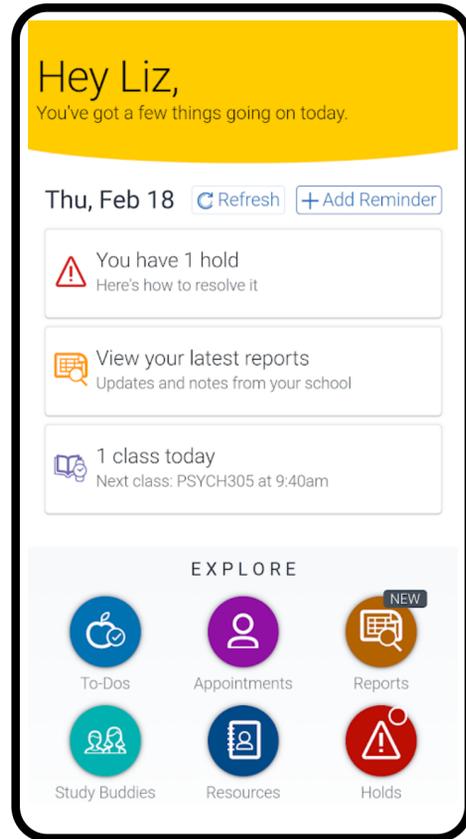


# HOW TO VIEW AND ADDRESS HOLDS

## NAVIGATE STUDENT APP

## NAVIGATE WEBSITE

This feature is not available on the Navigate website. To view or address your holds you must either log on to titan web or use the Navigate app.



You will see a notification like this if there is a hold on your account for any reason.

To learn what you need to do to address the hold or to get more information either click the notification or select holds from the explore menu

The information given in the hold details includes:

- What hold was put on your account and for what reason
- The amount of the hold if applicable
- Instructions for who to contact or what to do to resolve the hold