



Peek #6: Faculty Center: the advisement tab

This Peek provides additional information for faculty advisors.

The Faculty Center is the self-service hub for faculty. [Peek #4](#) provided a first look at the Faculty Center.

The **advisement** tab on the Faculty Center...

The screenshot shows the Faculty Center interface. At the top, there are navigation tabs: 'faculty center', 'advisement', 'class search', and 'faculty search'. The 'advisement' tab is circled in red. Below the tabs, the page title is 'Faculty Center' with a 'Help ?' link. The current term is '2008 Fall | University of Maine Farmington' with a 'change term' button. There are three radio buttons for filtering: 'Show all classes' (selected), 'Only classes with enrollment', and 'View My Weekly Schedule'. Below this are icons for 'Class Roster', 'Gradebook', 'Grade Roster', and 'Learning Management System'. The main content area is titled 'My Teaching Schedule > 2008 Fall > University of Maine Farmington'. It contains a table with columns: Class, Class Name, Days and Time, Location, Class Dates, and Enrolled. The table lists two classes: 'EDU 302-0001 LEC 15790 Computers in K-8 Education (Lecture)' and 'EDU 302-0002 LEC 15792 Computers in K-8 Education (Lecture)'. Below the table is a section for 'My Favorite Websites' with an 'EDIT MY FAVORITE WEBSITES' button and a 'BlackBoard' link.

...opens the “View My Advisees” screen.

The screenshot shows the 'View My Advisees' screen. At the top, there are navigation tabs: 'faculty center', 'advisement', 'class search', and 'faculty search'. The 'advisement' tab is circled in red. Below the tabs, there is a 'Help ?' link. The main content area is titled 'View My Advisees'. It features a star icon for 'Positive Service Indicator', a red circle with a slash for 'Negative Service Indicator', and a 'FERPA Restrictions' link. Below this is a table with columns: Notify, ID, Name, and a dropdown menu. The table lists six rows of advisees, each with a 'Notify' checkbox, an 'ID' of '0099999', and a 'Name' of 'Student Name'. The dropdown menu for each row contains the text '**Student Details**'. Below the table are three buttons: 'NEW DROP-IN ADVISEES', 'NOTIFY ALL ADVISEES', and 'NOTIFY SELECTED ADVISEES'. Red arrows point from the text below to the 'Notify' checkboxes and the 'NOTIFY ALL ADVISEES' button.

Here faculty advisors can access advisees' class schedules, term grades, degree progress reports, unofficial transcripts, enrollment appointments, and much more. Positive or negative **Service Indicators** (holds) are visible. Advisors can communicate with one or all advisees.

(Advisors who are not faculty members will see similar advisement screens, but not through the Faculty Center.)

For more information about the Faculty Center, review the **Faculty Center Overview** Process Document at <http://www.maine.edu/system/mainestreet/srdocs.php>.