

SGPS STARFISH SPOTLIGHT

How to Log In to Starfish

You can access Starfish from many locations, there are 2 different options outlined below:

**Tip– Starfish works best on Google Chrome or Firefox.*

1. On the www.etown.edu/sgps website, Click “Student Resources”, then “Resources” and find the information and link for Starfish from there.
2. From within JayWeb or Canvas, in the toolbar click “Access Starfish”

How to send a Flag or Kudo.

- Find the student you would like to flag or Kudo by selecting the Menu then “Students”, “My Students ” and either searching by student name or filtering your connection to the student. Check the box next to the student’s name and then select either “Flag” or “Kudo”.

Select the Flag or Kudo type and course (if applicable) from the drop-down menu’s. Enter any comments you’d like and click “Save”. *Please note that the flag titled SGPS- Other Concern will require comments.*

Raise Flag for [Redacted] [Never Mind] [Save]

* Flag
 Course Context
 Comment

SGPS- Academic Concern
 Raise this flag when you have concerns about a students academic progress or quality of work.
 * Disclosable under FERPA

SGPS- Low Participation
 For students who are not engaging in course activity.
 * Disclosable under FERPA

SGPS- Other Concern
 Raise this if you have a concern not directly related to participation or academics. Please use the comments to explain your concern.
 * Disclosable under FERPA

Permissions: A tracking item must be selected to determine the sharing permissions

* Required fields [Never Mind] [Save]

How do I know if a student will be able to view this?

A student can view the flag and comments you enter at the time the Flag/Kudo is raised. Before raising a Flag or Kudo, view the list of “Permissions” associated with the flag type. This will assist you to know who will be able to see the flag.

Raise Flag for [Redacted] [Never Mind] [Save]

* Flag SGPS- Academic Concern
 Course Context No Course
 Comment Add comments indicating why the Flag item is being created.

PERMISSIONS:

- SGPS Advisor
- SGPS Program Director
- SGPS Starfish Coordinator
- Coach
- FYS Advisor
- Major Advisor
- SGPS Academic Dean
- COURSE

Review this item and the notes entered above.
 Following roles may be able to see this tracking item if they have a

* Required fields [Never Mind] [Save]

For questions or assistance contact: Starfish@etown.edu