San Diego State University

Fall 2022

SDSU Navigate
Chairs & Directors Orientation
Wednesday, August 17

Division of Academic Affairs
## EAB: Then & Now

<table>
<thead>
<tr>
<th>Category</th>
<th>AY 2020-21</th>
<th>AY 2021-22</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVE USERS(^1)</td>
<td>332</td>
<td>1041</td>
<td>213% Increase</td>
</tr>
<tr>
<td>APPOINTMENTS(^2)</td>
<td>31,368</td>
<td>59,908</td>
<td>91% Increase</td>
</tr>
<tr>
<td>MESSAGES SENT</td>
<td>419,641</td>
<td>483,882</td>
<td>15% Increase(^3)</td>
</tr>
<tr>
<td>ADVISING SUMMARIES</td>
<td>27,136</td>
<td>50,198</td>
<td>85% Increase</td>
</tr>
<tr>
<td>CAMPAIGNS(^4)</td>
<td>75</td>
<td>160</td>
<td>113% Increase</td>
</tr>
<tr>
<td>LOCATIONS</td>
<td>~12</td>
<td>143</td>
<td>1091% Increase</td>
</tr>
</tbody>
</table>
## Why EAB? An Overview

<table>
<thead>
<tr>
<th>EAB FUNCTION</th>
<th>VALUE ADDED</th>
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<tbody>
<tr>
<td><strong>Student Information</strong></td>
<td>Categories (e.g. International, EOP, Commuter) = better know students</td>
</tr>
<tr>
<td><strong>Advising: Scheduling</strong></td>
<td>Simplify appointment making or promotion of drop-ins</td>
</tr>
<tr>
<td><strong>Advising: Reports + Notes</strong></td>
<td>Record/share info about student contacts, referrals</td>
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<tr>
<td><strong>Advising: Outreach</strong></td>
<td>Streamline communication about university-wide outreach (e.g. 120+ units, under enrolled, AP)</td>
</tr>
<tr>
<td><strong>Advising: Success Centers</strong></td>
<td>Kiosks for student check-in</td>
</tr>
<tr>
<td><strong>Advising: Alerts &amp; Cases</strong></td>
<td>Issue alerts to elevate concerns/issues</td>
</tr>
<tr>
<td><strong>Assess &amp; Plan: EAB Reports &amp; Analytics</strong></td>
<td>Data-driven resource requests &amp; allocation</td>
</tr>
</tbody>
</table>
**Faculty can log in to EAB with SDSU ID (SSO)--No approval process required!**

**STAFF HOME SCREEN**

- Complete Progress Reports for specific students in a class
- List of Courses / Calendar
- Class Rosters w/ added detail about students
- Issue Alerts
Faculty & EAB: Student Profile

STUDENT OVERVIEW TAB

- Major / Major History
- Existing Alerts/Cases
- Action menu: message, add reminder, report, schedule, alert
- Assigned Advisors, etc.
- Categories
- Tags
Faculty & EAB: Alerts / Referrals

**ALERTS**

- Some open cases, some send emails (consistent information) to students
- Get an email when a case is closed | peace of mind
HISTORY TAB

- Alert/Case History
- Administrative Notes
- Chairs / Directors can request access to see grade/advising history
EAB Wrap Up!

- Help get the word out to faculty:
  - Faculty Resources Website
  - Faculty Orientation: 9/21/22 (9-9:30am)

- Use Alerts and/or Cases Reports: review targeted students in your college/department.

- Use Other Reports & Analytics: staff availabilities, weekly report of summaries, trends in advising
EAB: Resources

- **Need Access to EAB? Schedule a Department or College training?**
  
  Submit an EAB Help Ticket from our website: 
  [studentsuccess.sdsu.edu/navigate-sdsu](studentsuccess.sdsu.edu/navigate-sdsu)

- **Need Training?**
  
  Access self-paced, asynchronous training in the CANVAS Advising Homeroom. 
  *Recommended: video tutorial on using Reports and Analytics in EAB.* Self-enroll in the homeroom here: 
  [https://sdsu.instructure.com/enroll/EMHDDP](https://sdsu.instructure.com/enroll/EMHDDP)

- **Help for faculty:**
  
  Faculty Resources Webpage + Download the Faculty Guide to SDSU Navigate: 
  [https://studentsuccess.sdsu.edu/navigate-sdsu/faculty_sdsunavigate](https://studentsuccess.sdsu.edu/navigate-sdsu/faculty_sdsunavigate)