PennWest employees,

Please join us, especially if you are a faculty member, for any of our Starfish workshops via Zoom, where Lisa Glasser, director of Student Retention Solutions, will review important Starfish tools.

Starfish helps faculty and staff identify at-risk students; provide ALL students with academic feedback; make communication easier among faculty, staff and students; and put academic and non-academic resources at our students’ fingertips.

2023 Starfish Workshop Schedule

10 a.m. Jan. 12 and 2 p.m. Jan. 18: Roster Verification Workshop
Learn how to complete roster verification (First Week Attendance). https://pennwest-edu.zoom.us/webinar/register/WN_xJ5zXB9QQLmlThWC5D9VDA

11 a.m. Jan. 19: Advanced Starfish Workshop
Learn how to review a student’s folder, find a student’s schedule and view FERPA authorization, send notes and locate “Read Receipts” on comments sent to students, filter your students and more. https://pennwest-edu.zoom.us/webinar/register/WN_CUJk15H4QYqgAp5Aqz0nrA

11 a.m. Jan. 24: Attendance Workshop
Learn how to set up classroom meeting times, record classroom attendance, send tracking items or notes to your entire class, print rosters, generate a report and more. https://pennwest-edu.zoom.us/webinar/register/WN_Fym5h4MDSw2qbg00QA8VQQ

2 p.m. Jan. 25 and 11 a.m. Jan. 26: Office Hours / Appointments Workshop
Learn how to set up your office hours and appointment locations, set an end date to your office hours, sync your Outlook and Starfish calendars and more. https://pennwest-edu.zoom.us/webinar/register/WN_ZZi0x06LTjGt4g9a-7TOfQ

11 a.m. Jan. 31: Tracking Items Workshop (Student Feedback)
Learn how to view a student’s success network, raise student flags (concerns) or send students kudos (positive feedback). Learn about the student outreach and clearing process. https://pennwest-edu.zoom.us/webinar/register/WN_ScsQAmGFTMGNrxZ5raEGfw

11 a.m. Feb. 9; 2 p.m. Feb. 14; 11 a.m. March 16 and 2 p.m. March 21: Progress Surveys Workshop
Learn how to complete your progress surveys and provide feedback on all of your students. https://pennwest-edu.zoom.us/webinar/register/WN_Hx-QcEkXRe66oEWi2b8Ang

For more information on workshops, visit the Starfish tile on My.PennWest.edu and click Workshop Registration or click here.
Request a customized workshop or email questions to starfish@pennwest.edu.

Wishing you a successful spring semester,
Office of Student Outreach and Success