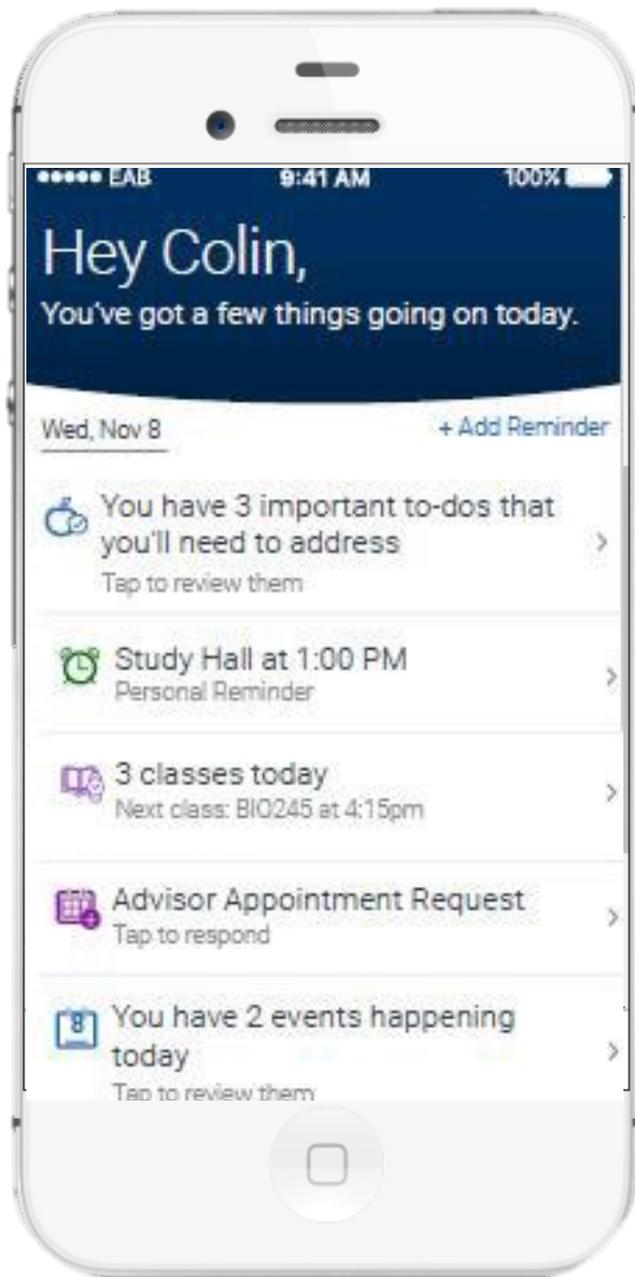


Empower Students on Their Path to Success

What Is Navigate Student?

Navigate Student is a mobile application that helps students manage key decision points throughout the college journey. It frees up advisor capacity by empowering students to resolve issues independently. Navigate also connects students to the right resources for issues that need more support.



Save Advisor Time

Navigate lets students know what they need to do and when they need to do it! Updated lists of tasks, events, holds, and upcoming classes are at their fingertips.

Schedule Advising Appointments Instantly

Students can schedule appointments directly from their mobile devices. See advisor availability and upcoming appointments at a glance.

Provide Resources for Student Self-Service

Connect students with the right staff and departments for their issues, including directions and contact info. This saves follow-up time on referrals.

Gain New Insights Into Student Actions

Staff can view self-reported student data. Easily understand students' progress toward completing key tasks in-app and majors/resources they've saved for later.

Navigate Features

Talking to Students: Key Features to Discuss with Students

Students search for “**Navigate Student**” in the app store and log in using their university ID and password. Upon login, students answer a few questions. This landing page then displays a prioritized feed relevant to that day. Many of the items are accompanied by push notifications. Students can click into any item to see more information or scroll down to the “Explore” tab to dive deeper into a feature.

There is a desktop site too! Visit here <https://navigate.eab.com>



To-Dos: Upcoming tasks ranked in order of importance. These are created and pushed out through your leadership team, but students can also add their own.



Tips: Timely nudges and advice on how to be successful in college.



Events: Key dates and deadlines students can add to their phone calendars.



Resources: List of key people and places on campus. Key people include a students’ professors, advisors, and their basic contact information. Key places include contact information, descriptions, and a link to directions.



My Major: Students can search for majors at the university or take a quick quiz to learn about best-fit majors and careers to consider.



Hold Center: Students can see their active holds, updated nightly, and how to resolve them.



Quick Polls: Intra-term survey questions used to get a pulse check on progress and prompt students to virtually “raise their hands” for additional support.



Appointment Center: Students can see upcoming appointments, appointment requests. They can also make an appointment with their advisors.



Study Buddies: Students can find peers in the same class and contact them to form a study group/review material.

**Tip!**

Search for students based on their responses to intake survey and quick poll questions in the advanced search. Conduct focused outreach to follow up with these students!

Leveraging the In-Pocket Advising Tool

Understanding Integration Points Between Navigate Staff & Student

For the Undecided Student

My Major: Encourage students to take the major explorer quiz before they arrive for advising appointments. View their answers by scrolling down on the Overview page of the Student Profile. Knowing their favorite subjects/ interest will help inform a more meaningful conversation. You can even see which majors/careers your students have “favorited” in the staff platform.

Helping Students Help Themselves

Resources: When students are struggling to know where to go for help or how to get in touch with the right individuals, Resources can really help. This feature is particularly helpful for first year students looking to find their way around campus or upperclassmen looking to reach out to professors for recommendations.

Keeping Track of the Big Picture

To-dos: Monitor whether tasks are complete, pending, or overdue in the “Path” tab of the *Student Profile* in Campus (also where you’ll find student answers to questions asked in Navigate)! Consider asking students to add personal to-dos in Navigate to note down next steps after appointments. It is helpful for students to think of Navigate as a one-stop-shop.

Cutting Down Scheduling Back-and-Forth

My Appointments: Remind students to schedule appointments in Navigate. The student is able to schedule based on the availability that you have set in Campus. Additionally, the student receives appointment scheduling requests in their “Path,” or landing screen of Navigate, making them difficult to miss!

**Tip!**

Include a short message in your appointment campaigns like "Download Navigate Student in your app store here to schedule appointments faster!"

Email Scripting Promoting Navigate

Using Navigate to Help Students Schedule Appointments

Dear **[Student]**,

It looks like you haven't scheduled an advising appointment yet. Scheduling is easy- you just have to call or email me to set something up. You can find this information below, but if you haven't already, download "Navigate Student" on your phone! Pick **[school name]** and sign in with your **[University]** ID and password.

Look for the paper airplane tab under "Explore," and you should see my name under "People." There, you can find my phone number and email address to schedule appointments much more easily and quickly.

Navigate has a bunch of other great things like your class schedule and campus events that are coming up. Feel free to explore and I can show you more great features when you come in for your appointment.

Excited to see you soon!

Using Navigate to Enhance Students' Appointments

Hey **[Student]**,

Looks like you have an advising appointment coming up- have you downloaded Navigate? Navigate has a feature called the Major Explorer that tells you what majors and careers might be a good fit for you based on a few questions. It's really simple- click "My Major" under "Explore," answer three short questions, and you'll see your options right away! It would be great if you could take this quiz and "favorite" the options that interest you before you come in!

If you haven't already, download "Navigate-College Simplified" on your phone! Pick **[school name]** and sign in with your **[University]** ID and password.

Looking forward to reviewing your top choices together during our appointment!



Email Scripting Promoting Navigate

It's Registration Season!

Dear **[Student]**,

It's registration season- make sure you're all set! Remember, getting the classes that you want is first-come, first-serve. Make sure you don't miss out on any classes by resolving your holds, making any outstanding payments, and scheduling time to talk to me.

Need help? Use your Navigate app! Check out the Hold Center to make sure that you're in the clear or to get information to get rid of your holds. Once you resolve it, the Hold Center updates every 24 hours.

You'll also find a lot of helpful information to help you pay your tuition, and meet with me in your to-dos. Click on any step to get more information on how to complete that task!

Haven't downloaded Navigate? It's easy! Download "Navigate-College Simplified" on your phone! Pick **[school name]** and sign in with your **[University]** ID and password.

Let me know if you have any questions!

It's Midterm/Finals Season!

Dear **[Student]**,

Hey there- I know **[midterm/finals]** season can be tough! As always, feel free to reach out to me if you feel like you need some help, but this is a great time to make sure you're checking your Navigate app. It'll help make sure you don't fall behind during this busy time and it's a great tool to stay organized!

If you haven't downloaded Navigate, check it out by searching for "Navigate-College Simplified" on your phone! Pick **[school name]** and sign in with your **[University]** ID and password.

Good luck with your exams!

About This Form

Have an idea for To-Dos or Events you want to see in Navigate Student? Fill out this form and submit it to your leadership team!

Navigate Content Request Form (1/2)

Basic Information

I would like to add:

- Calendar Event (major event on campus that students can add to their phone calendars)
- To-Dos (tasks that students will see as part of their “to-do” list. Advisors will be able to check if student has completed the task in Navigate Staff)

I would like this item to appear for the following group(s) of students:

- First Year Students
- Second Year Students
- Third Year Students
- Fourth Year Students

Content Details

Title (60 character limit. For Calendar Events, keep the title simple. For to-dos, use action-oriented language)

Description (Include event details or an explanation of how/why the student should complete the to-do)

About This Form

Have an idea for To-Dos or Events you want to see in Navigate Student? Fill out this form and submit it to your leadership team!

Navigate Content Request Form (2/2)

Content Details

Start Date and Time

End Date and Time

Additional Details for To-Dos

Note: Only complete for To-Dos, not for Calendar Events.

Website Link

Link Title (e.g. "Visit Housing Website" "Learn more about financial aid")

Email Address and Title (xxx@eab.com & "Email EAB University")

Phone Address and Title (1-555-555-5555 & "Call EAB University")



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