Carnegie Mellon University



STUDENT SERVICES SUITE - SUMMARY OF RELEASE #96

November 7, 2019

Release #96 continued the first phase of the MyCommunity work, with improvements to the Advising Roster. In addition to improving the speed with which the screen loads, the Advising Roster now defaults to display only enrolled or eligible-to-enroll students in the selected semester, and includes a drop-down where the advisor can filter their students by their advising role.

New users are encouraged to review the <u>S3 QuickStart Guide</u> and the <u>Web Tutorial</u> section for basic instructions.

Release Highlights

Cross-Cutting

- Feature Item: Modify Advising Roster
 - o Added a new dropdown so that advisors can filter their advisees by Advisor Role
 - Modified the roster so that Advisors can choose to view only those students who are enrolled or are eligible to enroll in the selected semester
 - As requested by users, emailing groups of students from roster now only returns a single email to the advisor
 - o Improved the screen so that it loads more quickly
 - Feature Item: Important Contact information for Students
 - Changed SIO and S3 to display the complete phone numbers, including area and country codes, of Advisors and Instructors
 - Adjusted SIO and S3 to display the correct College Liaison for graduate students

Admission

- **FFP Feature Item:** Implemented new functionality for Admission staff to make decisions via committee, and have the decision recorded as such
- **FFP Feature Item:** Implemented new functionality for Admission staff to be able to easily download a CSV of number of applicants that have received a Decision Letter, and what type of letter they received.

University Registrar Office

• Feature Item: Implemented new functionality to make Academic Advisors Inactive through the Advisor Maintenance Screen

Coming in the Next Six Months...

- The first phase of the MyCommunity project continues, which includes:
 - A wider range of advisor roles will be able to be assigned to students, such as First Year Advisor and Faculty Advisor
 - \circ $\;$ The ability for S3 users to assign, update, and remove advisors via a CSV upload
 - A remodeled S3 Student Summary page