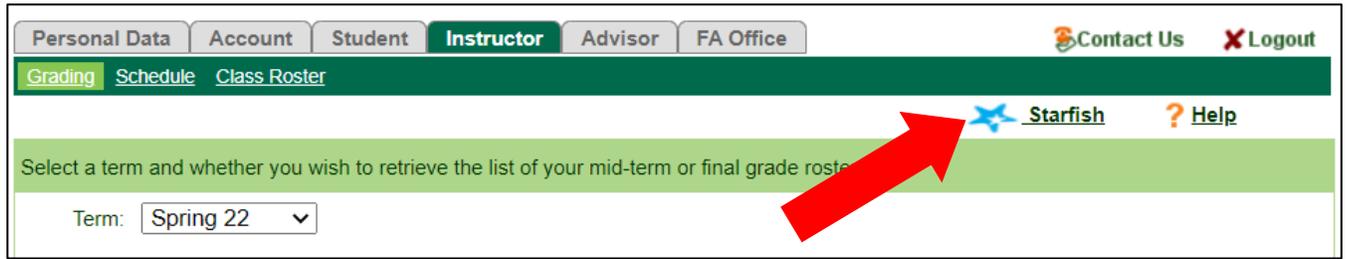
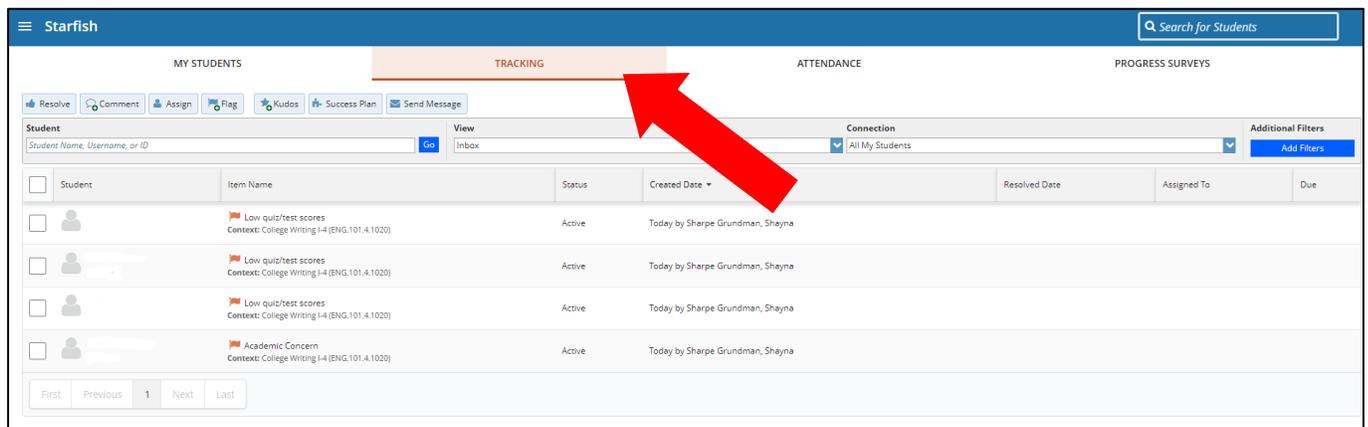


Resolving/Clearing Tracking Items

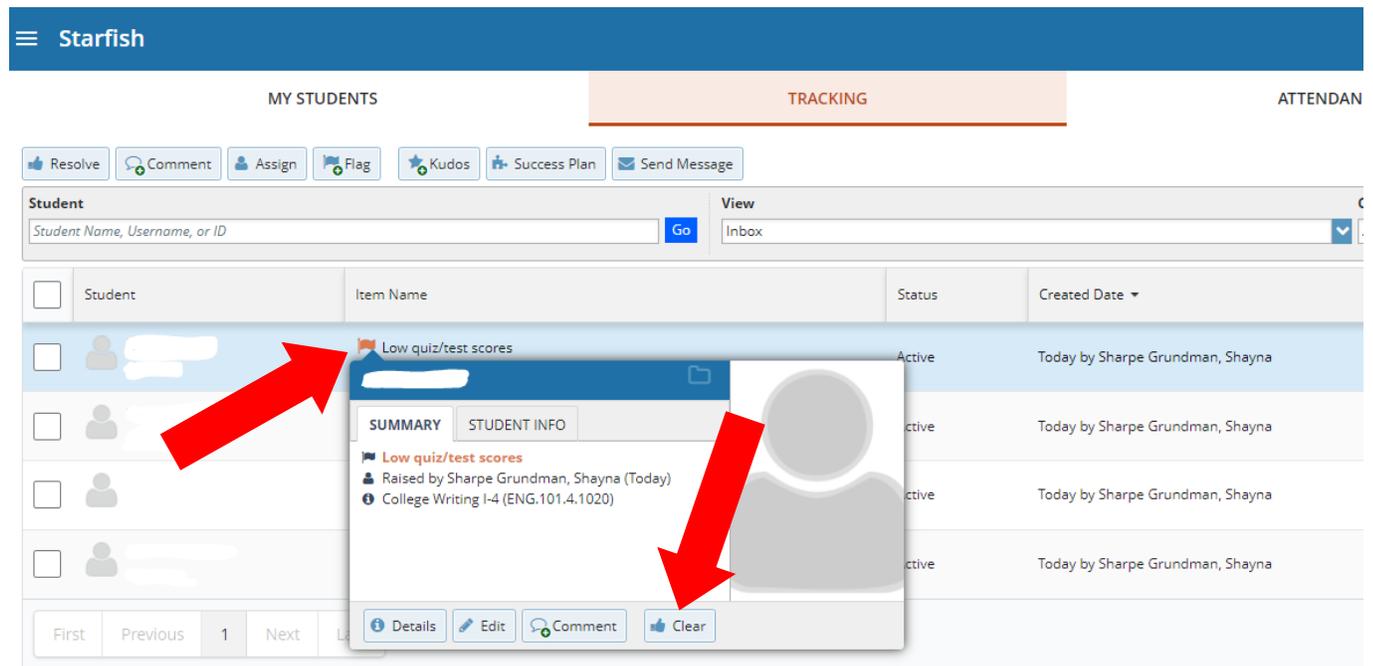
1. Log into Starfish using the “Starfish” link in your Instructor tab in CampusNet.



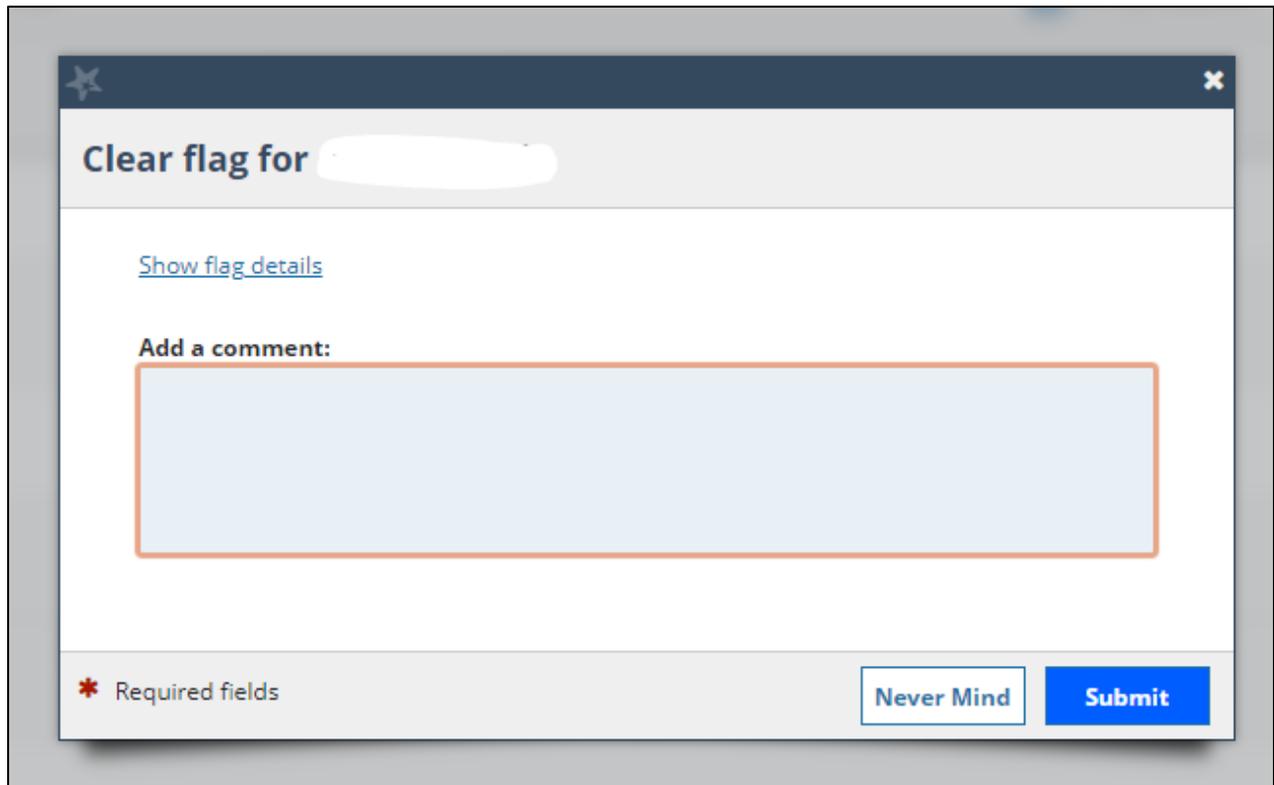
2. Click on the menu options button  in the top-left corner of the screen. Select ‘Students’. Click on the “Tracking” tab. You will see all of your students with unresolved tracking items.



3. Select the tracking item icon for the student you want to resolve the item for. Select “Clear”.



4. You can provide a comment when you clear a tracking item. You may want to indicate whether an item is being cleared after successful intervention with a student or because it is no longer relevant. Then, select “Submit”.



Clear flag for [Redacted]

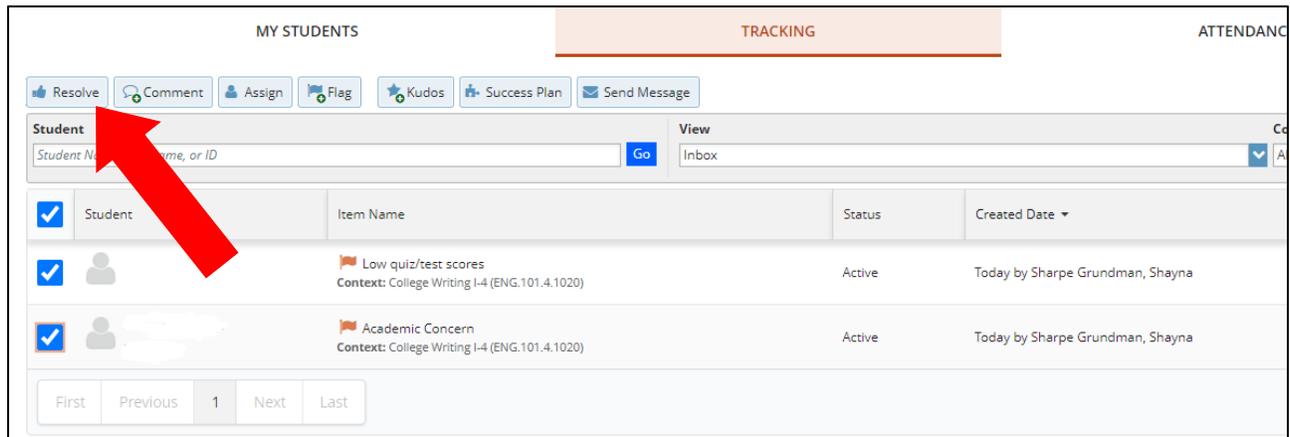
[Show flag details](#)

Add a comment:

Required fields

Never Mind Submit

5. You can also clear multiple tracking items at once. Check the box next to the students that you want to resolve items for. Then select “Resolve”. Leave a comment, and then click “Submit”.



MY STUDENTS TRACKING ATTENDANCE

Resolve Comment Assign Flag Kudos Success Plan Send Message

Student Student Name, or ID Go View Inbox

<input checked="" type="checkbox"/>	Student	Item Name	Status	Created Date
<input checked="" type="checkbox"/>	[Redacted]	Low quiz/test scores Context: College Writing I-4 (ENG.101.4.1020)	Active	Today by Sharpe Grundman, Shayna
<input checked="" type="checkbox"/>	[Redacted]	Academic Concern Context: College Writing I-4 (ENG.101.4.1020)	Active	Today by Sharpe Grundman, Shayna

First Previous 1 Next Last

NOTE: If you are clearing an item you did not raise, a “close loop” message will be sent by default to ensure that the flag raiser is aware that the item has been attended to. If a message should not be sent to the flag raiser at all, you can uncheck the "send message" box to prevent a message from being sent.