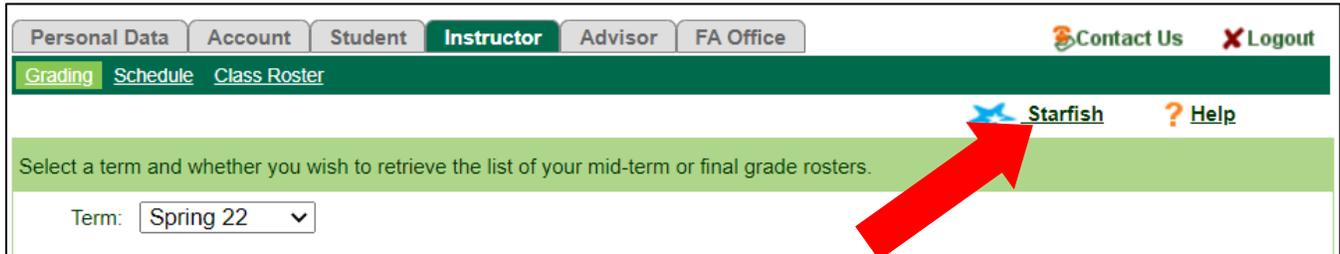


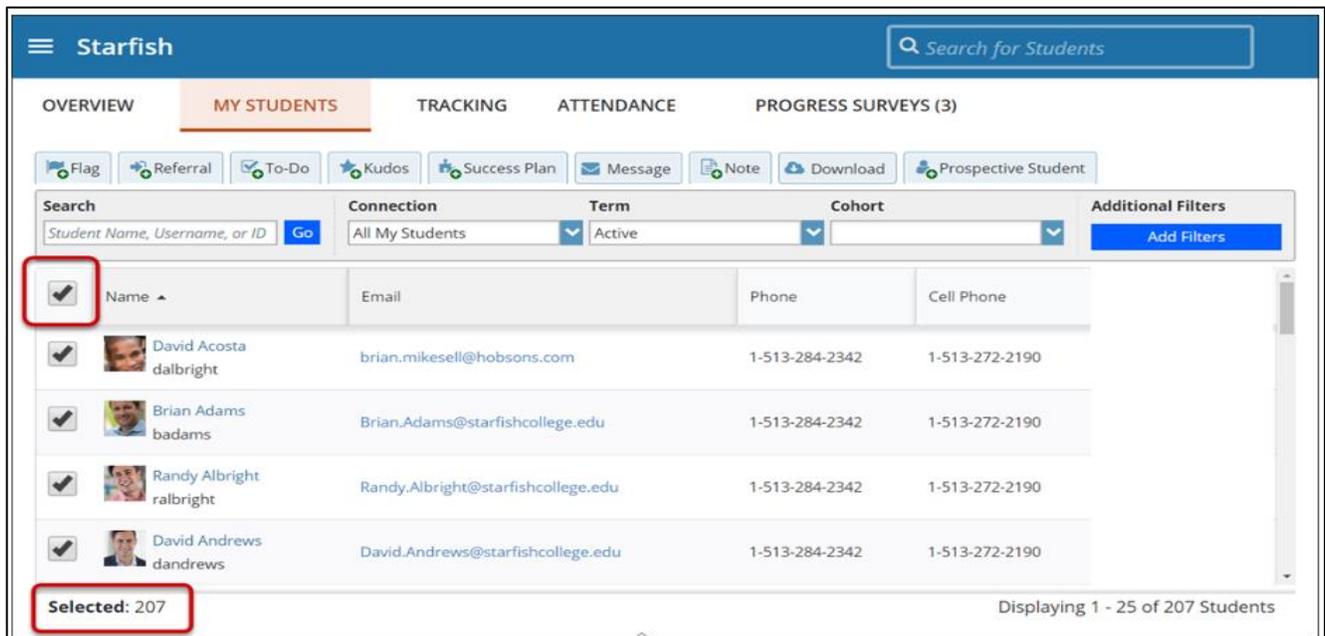
## Perform Bulk Action Using “Select All” Feature

Perform bulk actions when interacting with students by using the **Select All** feature. The **Select All** maximum is 15,000 students or items. If you reach this limit, you will be prompted to adjust your filters before making a selection.

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

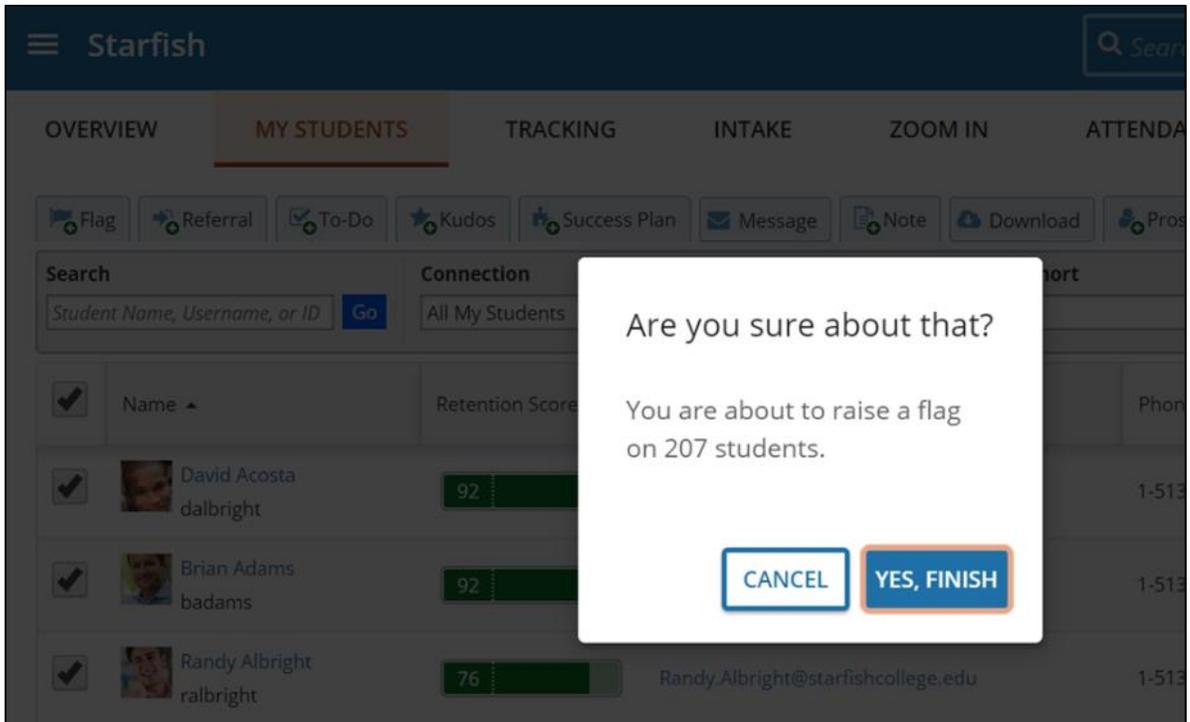


2. Click on the menu options button  in the top-left corner of the screen. Select “Students”.
3. From the *My Students* or *Tracking* page, check the “Select All” checkbox to select all students that meet your search criteria. You'll notice at the bottom of the page the total number of students that have been selected.



4. Perform your bulk action such as send a message or raise a flag, etc. Keep in mind, you can only perform bulk actions based on permissions set by your Starfish Administrator.
5. If you have selected less than 50 students the system will process your request immediately. If you have selected 50 or more students, the system processes the selection as a batch action to avoid system performance issues.

6. If you selected 50 or more students you will receive the following confirmation page. Select “Yes, Finish” to confirm your selection.



7. You will receive the following message indicating your batch action has been queued.

