Viewing Student Information in Starfish
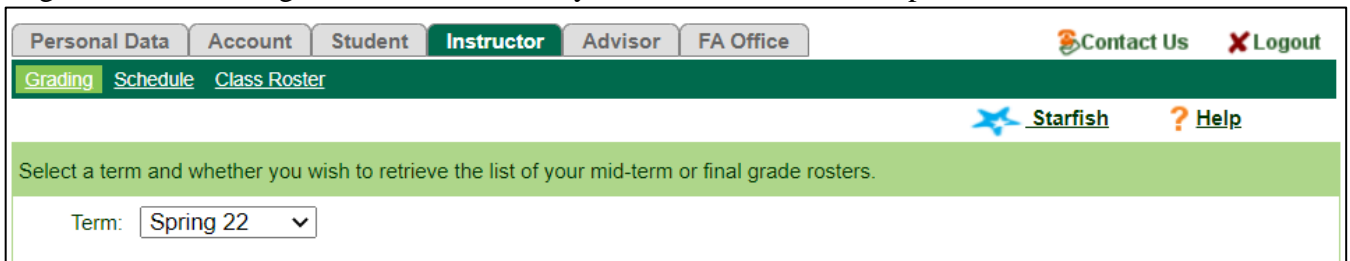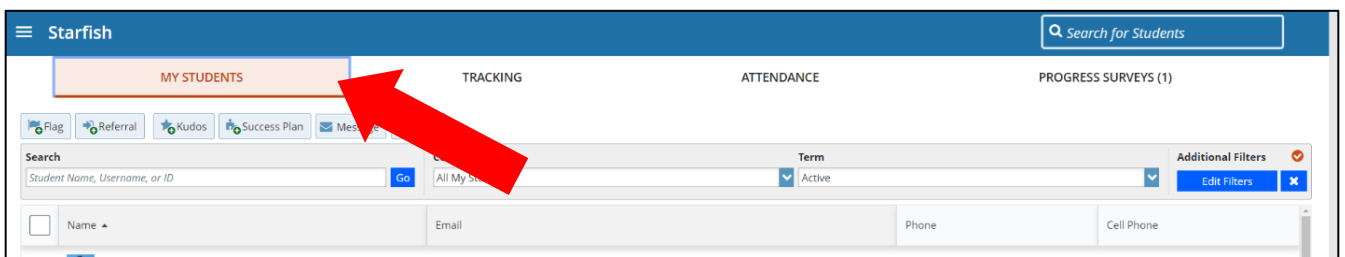
1. Log into Starfish using the "Starfish" link in your Instructor tab in CampusNet.

2. Click on the menu options button ☰ in the top-left corner of the screen. Select 'Students'.
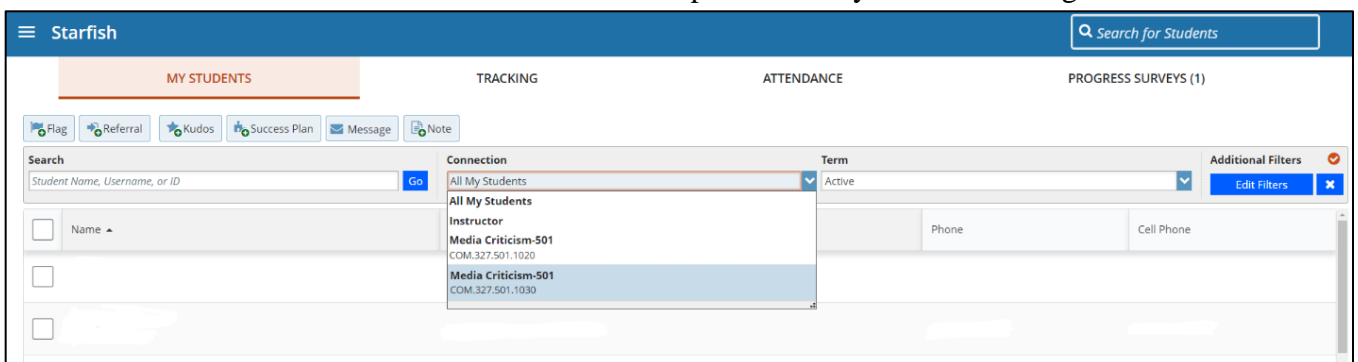   Click on the "My Students" tab at the top of the page.

3. You can search for your students in 2 ways:
   - In the "Search" field, type the student's name or CSU ID number
   - Search for students by your "Connection" – in this case, by individual course section

*NOTE: The "term" field must be set to "Active" or the specific term you are searching for!
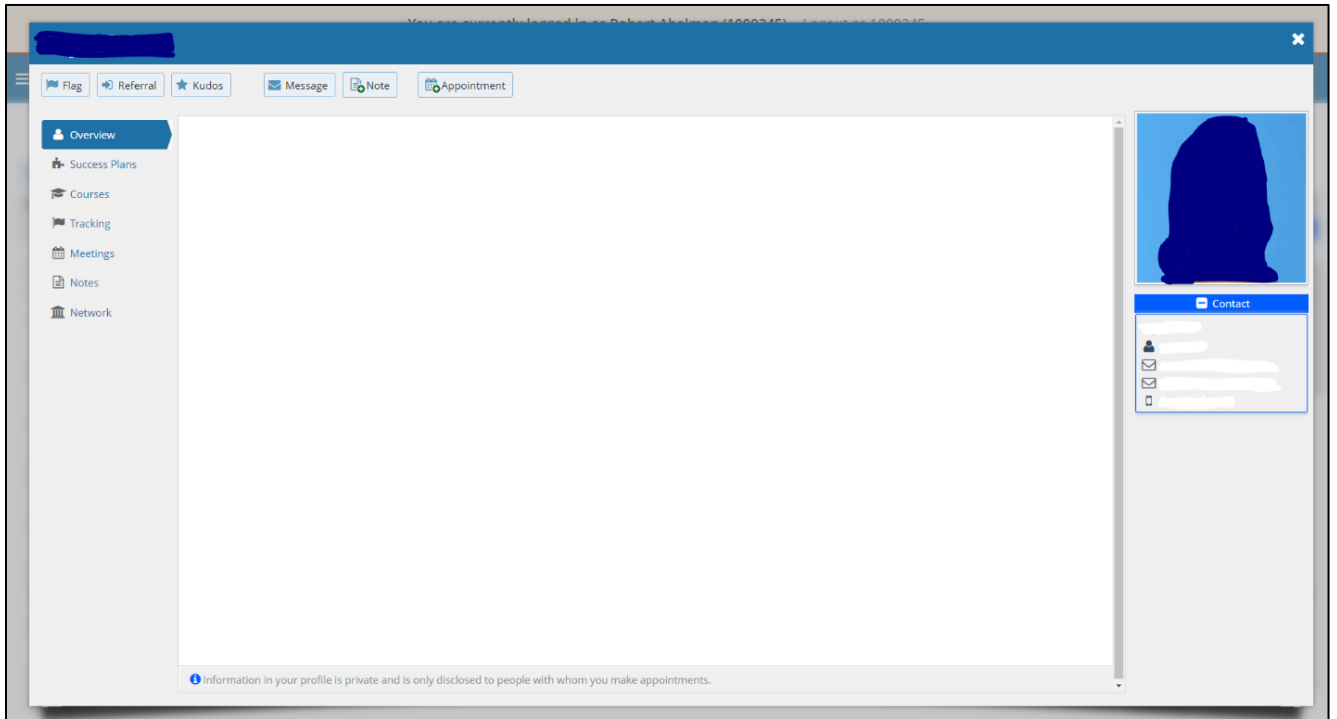

4. Once you've located a particular student, click on the blue listing of that student's name. The seven subtabs will show you the following information about the student.

   - Overview: Information here depends on your current role in Starfish
   - Success Plans: Plans of flags and to-do's assigned to student
   - Courses: Courses in which the student is enrolled during the current semester
   - Tracking: Any active flags or to-dos for this student
   - Meetings: Past, present and future appointments with advisors, tutors, and

faculty (certain confidential appointments will not be visible)
- Notes: Summaries of content in previous appointments, plus additional notes left by advisors, tutors, and faculty
- Network: Specific individuals (faculty and staff) who have support relationships with this student

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