

GradesFirst

View Profile and Notes/Reports for
Enrolled Students



CITY COLLEGES
of CHICAGO
Education that Works

View a Student's Profile

Professor Home

Class Listing

CLASS NAME	TIME	ROOM	
(PHYS ED-118-1) Weight Training	T 6:00p-7:20p	WR Bldg E - Rm E023	Progress Reports
(PHYS ED-118-1) Weight Training	R 6:00p-7:20p	WR Bldg E - Rm E023	Progress Reports

Quick Links

Take me to...

[Record My Class Attendance](#)

[School Information](#)

[Download Center for Reports](#)

Students In My Classes

Actions ▾					
	STUDENT NAME	CATEGORY	COURSE(S)	AT RISK?	
1	SNAME 1		PHYS ED-118-1, PHYS ED-118-1	No	
2	SNAME 2	ment recipient	PHYS ED-118-1, PHYS ED-118-1	No	
3	SNAME 3	ment TAR	PHYS ED-118-1, PHYS ED-118-1	No	

Open link in new tab

Open link in new window

Open link in incognito window

Save link as...

Copy link address

Inspect Ctrl+Shift+I

1. Double Click on the Student's Name to Access the Profile.

- 1.1. Or Right Click on the Student's Name to Open the Profile in a New Tab/Window.

Access Reports/Notes

STUDENT NAME (student)

Class Info Appointments **Reports / Notes** Calendar

Classes This Term

Actions ▾							
<input type="checkbox"/>	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL	ABSENCE	TAKE ACTION
<input type="checkbox"/>	ECON-201-WR-HYB Principles Of Economic	Professor	Begins on 01/23/2016 Sa 8:00a-11:00a WR Bldg A - Rm A332			0 (0)	
<input type="checkbox"/>	PHYS ED-118-1-WR-P Weight Training	Professor	Begins on 01/19/2016 T 6:00p-7:20p WR Bldg E - Rm E023			0 (0)	
<input type="checkbox"/>	PHYS ED-118-1-PX Weight Training	Professor	Begins on 01/21/2016 R 6:00p-7:20p WR Bldg E - Rm E023			0 (0)	

2. Click the “Reports/Notes” Tab

Academic Information

Marnita does not have required study hall hours for Spring 2016.

Classification

Credit

Major

Associate in Arts-AA

Enrollment Status

Enrollment Goal

Categories

Do Not Drop Class (DDC-DDC)

Cumulative GPA

2.1

Total Credit Hours Earned

40.0

Total Credit Hours Attempted

0.0

Classes Attempted this Term

2

Term Hours

5.0

1 Advisor

[Advisor](#)

Access Notes

STUDENT NAME (student)

Class Info Appointments Reports / Notes Conversations Calendar

Notes About Student

Actions	DATE	CREATED BY	NOTE	NOTE REASONS	COMPLETE?	ATTACHMENTS
	11/13/2015	Advisors, Call Center Representatives, Faculty, and Student Services Staff can create "Notes."	Spoke to student via phone and student shared that she wi...		--	edit
	11/10/2015		Call Center Outreach Phone Advisor: Kiera Bowens Campa...	Call Center Outreach	--	edit
	11/09/2015		Call Center Phone Advisor: Kiera Bowens Campaign: Progr...	Call Center Outreach	--	edit
	10/26/2015		Phone Advisor: Feryal Khan Campaign: FA15 Midterm Gra...	Call Center Outreach	--	edit
	10/12/2015		Student came in to share that she is doing well in 3 out...	--	edit	
	09/28/2015		Student came in to share that she was informed by financi...	--	edit	

1. To View "Notes" Submitted by Advisors, Call Center Representatives, Faculty, or Student Services Staff, Click "Edit."

This is an example of a note submitted by a Call Center Representative. All outreach conducted by the Call Center includes the basic information: Phone Advisor Name, Campaign Name, Call Status, Status, and Comments. As a reminder, the Call Center conducts outreach for the Attendance Campaigns and you are now be able to see if they were able to make contact with the student.

Note (Required)

Call Center Outreach
Phone Advisor: _____
Campaign: Progress Reports (PRG111)
Call Status: Voicemail
Status: N/A
Comment: I am giving you a courtesy call regarding your progress in your FA classes. At your earliest convenience, please follow up with your instructor. If you have any questions or concerns, please give us a call at (773)265-5343 extension 14001. Please use reference code: PRG111. Have a wonderful semester and I look forward to hearing from you soon.

Note Reason:

Note URL:

Visibility

Note Creator

Student

Printed Student Report

Task Tracking

Due Date (optional):

Is Complete?

Attach File No file chosen

Access Progress, Advisor, and Tutor Reports

Progress Reports

DATE	CLASS	PROFESSOR	COMMENT	AT RISK?	ALERT REASONS	
12/07/2015	ART-103 Art Appreciation	Robert Sebanc		Yes	Inconsistent Attendance is Affecting Academic Progress	Detail
11/09/2015	ART-103 Art Appreciation	Robert Sebanc		Yes	Inconsistent Attendance is Affecting Academic Progress	Detail
10/12/2015	ART-103 Art Appreciation	Robert Sebanc		No		Detail

Advisor Reports

DATE	REPORT FILED ON	COURSE	FOLLOW-UP	SUMMARY	
11/13/2015 11:00 AM	11/13/2015		11/13/2015	Spoke to student via phone ...	Details
10/12/2015 12:00 PM	10/12/2015		10/12/2015	Student came in to share th...	Details

Tutor Reports

DATE	REPORT FILED ON	COURSE	FOLLOW-UP	SUMMARY	
11/30/2015 02:41 PM	11/30/2015	BUSINES-220 Criminal Law for the Paralegal		Phyllis brought a written s...	Details
09/14/2015 11:00 AM	09/15/2015	BUSINES-148 Civil Litigation		Phyllis came to the tutorin...	Details

1. To View “**Reports**” Submitted by Advisors, Faculty, or Tutors, Click “Detail(s).”
 - 1.1. Or Hover Over the Record to View the Report’s Summary.

Example of Advisor and Tutor Report

ADVISING REPORT
✕

[Edit](#) | [Delete](#)

Appointment Details

Appointment:
10/12/2015 12:00p-1:00p - Acad ▼

Reason:
Academic Advising ✕

Course:
▼

Date of visit:
10/12/2015

Location:
WR Advising Services, Gateway ▼

Attendee

Advisor Name

Arrived: 12:00 PM Departed: 01:00 PM

This person attended

Attendee

Student Name

Arrived: 12:00 PM Departed: 01:00 PM

This person attended

Appointment Summary And Reminders

Summary

Student came in to share that she is doing well in 3 out of 4 courses. I provided student with an additional resources flyer and advised student to utilize them and follow-up with me once midterm grades post.

Suggested time: 01:05 PM **Suggested date:** 10/12/2015

This will be saved on the report as a suggestion. No appointment will be created.

Attach File

Choose File No file chosen

TUTORING REPORT
✕

[Edit](#) | [Delete](#)

Appointment Details

Appointment:
05/02/2015 12:30p-1:30p - Art ! ▼

Reason:
Math Services ✕

Course:
MATH-207 ▼

Date of visit:
05/02/2015

Location:
MX Tutoring - Biology and Che ▼

Attendee

Tutor Name

Arrived: 12:30 PM Departed: 01:30 PM

This includes time spent with all students attending the appointment.

This person attended

Attendee

Student Name

Arrived: 12:30 PM Departed: 01:30 PM

This person attended

Report Details For Valeria Daniel

Assignments Discussed

Finite Sum

Objectives of the Session

Reviewing questions on finite sum.

Study Skills Used

Upper Sum Calculations
Lower Sum Calculations

Goals for Next Session

Student arrived on time and was ready to begin our session.

Yes No N/A

Student was prepared (attended class, read lesson, had notes, etc.)?

Yes No N/A

Student asked for explanation of material not understood?

Yes No N/A

Student responded positively to instruction (as you suggested)?

Yes No N/A

Student was aware of future assignments?

Yes No N/A