Your advisee list in Arches

1) Log in to Arches.



2) Click on "Advising" on the main menu.

≡	Augustana ARCHES	A marywindeknecht	〔→ Sign out	⑦ Help
A	Hello, Welcome to Arches! Choose a category to get started.			
£0 (Employee Here you can view your tax form consents, earnings statements, banking information, timecards and leave balances.	atalog view and search the course catalog.		
•	Advising Here you can access your advisees and provide guidance & feedback on their academic planning.	Intal Oversight access your department faculty and view thei	r sections.	
	Financial Management Here you can view the financial health of your cost centers and your projects.	ts and Links orts and links		

3) Your list of major and minor advisees will appear. Note the options to export the list, email all advisees, and to view details for a specific advisee.

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٨	Miscellaneous · Advis	ing • Advising Over	view								
<u>()</u> 5	Which student	t do you want	to work	with?							
•	Student Advisor	a name or ID						Q	🖂 Email	All My Advisees	
-	Crite Export								1		
٩	Name	Review Requested	Assigned Advisee	ID	Program(s)	Date of last advisement	Advisor(s)	Advisee Preferr	ed Email		•
			සෙ		Augie Ages Undecided	5/4/2022	Palos-Windeknecht, Mary (First Year)			View	Details
			සි		Bus Adm-Finance	4/7/2022	Marme', Mamata (Major 1) Palos-Windeknecht, Mary (ARISE) Snowball, David (Minor 1)			View	Details
			සෙ		Augie Ages Undecided	7/11/2022	Ehrlich, Janina (First Year) Palos-Windeknecht, Mary (ARISE)			View	Details

4) Click on "View Details" for a specific advisee. Here you'll see the student's complete Arches folder with the following tabs: Course Plan, Timeline, Progress, Course Catalog, Notes, Plan Archive, Test Scores, Unofficial Transcript, Transfer Summary, and Grades.

Course Plan	Timeline	Progress	Course Catalog	Notes	Plan Archive	Test Scores	Unofficial Transcript	Transfer Summary	Grades
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5) To learn about the information under each tab, watch this brief video.

To see other advisor resources for Arches, click here.