



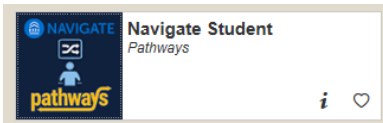
## NEWS

### WHAT'S HAPPENING

#### DID YOU KNOW...

When you block off a day on your Outlook calendar, the default for an all-day appointment is "Free", not "Busy". Make sure to set your appointment as "Busy" if you want to block students from making an appointment with you.

Students can now access Navigate Student via the resource links on my.pitt.edu. Students can click on the "Navigate Student" resource block and they will be connected to Pathways.



#### Pathways Success Stories

I was fortunate enough to be part of the Pathways pilot group during my first year as a full-time Academic Advisor fresh out of graduate school. The campaign function made my life so much easier. I was able to input my availability which synced seamlessly with my Outlook calendar, so I never had to worry about double-booking myself. Pathways created automated lists of which of my students had already scheduled appointments and allowed me to send

reminder notifications in bulk to the students who had not yet scheduled an appointment with me. Pathways also kept track of which of my appointments were missing advising notes, so I could go back in and add my notes at a later time. With an advising load of 160+ students, I am extremely thankful that I had a tool to monitor each of these moving parts for me. The time this software saved me was time I could use to better serve my students."

— **Abby Kincaid, MEEd., Academic Advisor, First-Year Engineering Program Swanson School of Engineering**

#### Referral System

Remember, the referral system on the Pittsburgh Campus is up-and-running! This month we feature the **Honor's College Referral**. A referral to the Honors College should be made when a student expresses interest in Honors College opportunities, especially the new Honors Degree and Honors Distinction. When the referral is made, the Honors College Office will respond with a personalized message based on the student's specific interest within one week. Check out the most up-to-date referrals [here](#).

#### Check out the new [Pathways Website!](#)

Information on Frequently Asked Questions, Resources, Policies, and more is always available online!

#### UPCOMING EVENTS

##### [Mentoring and Advising Workshops](#)

Understanding the Unique Path of an International Student

- January 22, 2020

Referrals in Pathways: When and How to Make Them

- February 11, 2020

##### [Mentoring and Advising Summit](#)

- March 5, 2020

Visit the [Personalized Education](#) website for more information on workshops for mentors and advisors.