

pathways

NEWS

WHAT'S HAPPENING

DID YOU KNOW...

All of your confirmation emails from Pathways can go straight into a different folder in Outlook, leaving your inbox free for other email. Find a step-by-step guide on how to set up a rule in Outlook on page 49 of the [Pathways Training Documentation guide](#).

Don't know what Categories are? Need help refining your searches? Pathways uses Categories to help identify groups of students. Review the [full list of Categories](#) and their [definitions](#).

Check out the new [Pathways website!](#)
Go online and get information on Frequently Asked Questions, Resources, Policies, and more!

The first meeting of the **Best Practices Working Group** is coming soon. The first meeting is focused on the report functionality in Navigate and is geared toward Advising Directors and Undergraduate Coordinators.

Do you want to refer your students to other offices on campus but don't know who to contact? Pathways can help! We are piloting a referral system on the Pittsburgh Campus that allows advisors to refer students to other offices for support or follow-up. Residence Life, Study Abroad, Financial Aid, Honors College and Health Careers will be part of the referral system by the middle of the fall term!

UPCOMING EVENTS

Pathways Implementation Meeting
November 18

The Personalized Education Team Mentoring and Advising Workshop Series:

- The Benefits of Innovation
Wednesday, October 23
1 pm-2:30pm
- Improvisation for Advising Conversations
Tuesday, November 19
9 a.m.-noon

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



Pathways Success Stories

I have responsibilities related to the administration of Academic Advising, and Pathways not only has helped me with easier appointment scheduling and documentation, but now I am also beginning to explore reporting functions that help me track our appointments, cancellations, and advisement reports for our unit.

Feedback about Pathways from our advising team has been very positive, and using the software has been straightforward and easy. I look forward to learning more about what it can do as we continue to move past our first year and become more seasoned users.

— **Jill G. Harvey, MEd, Associate Director & Coordinator of Advising, First-Year Engineering Program, Swanson School of Engineering**