

Web Advisor for Faculty

Web Advisor FAQ's

What is Web Advisor?

Web Advisor is a web-based interface that allows access to certain data elements that reside in Datatel's Colleague software. Meredith College is using Colleague to maintain student, financial, and employee information.

What can Web Advisor do for me?

Web Advisor for faculty is designed to allow advisors access to student academic records. You will be able to search for classes and see the capacity and seats available in each class. For any student in your classes, you will be able to view her student profile. Student Profile includes name, preferred address, telephone numbers, classification, Meredith email address, advisor, and major. For your advisees, you will have access to student profile information, their transcripts and schedules. In the future, advisors will have the ability to register their advisees.

Who will have access to Web Advisor?

Full-time faculty members will be the first group to have access to Web Advisor. Other groups will be given access in the future.

What do I need installed on my computer to access Web Advisor?

You only need an Internet connection and Internet Explorer (version 5 or greater) or Netscape (version 4 or greater). If you are not sure which version you are running, open your browser, click on help, and click on about Internet Explorer or About Netscape. Your version will be listed there.

Will I be able to access Web Advisor from off-campus?

Yes, if the computer you are using from off-campus has an Internet connection, you will be able to access it.

How often will the data in Web Advisor be updated?

Web Advisor provides a way to view the data that is in Colleague, it does not need a copy of that data. The information viewed through Web Advisor is always up-to-date.

Will Web Advisor be available 24 hours a day?

Web Advisor will be not be available during the nightly backup or during upgrades. The nightly backup runs from 1am to 3 am. When possible, you will be notified ahead of time about upgrades. Support for Web Advisor is available Monday through Friday from 8 am to 5 pm.

Using Web Advisor

You will be given a user name and password. The first time you login you will be prompted to change your password. Your password must be 6 to 9 characters in length and contain both letters and numbers. **The information that you will be viewing is confidential. You must not share your password with anyone.** The student records that you will be able to access are determined by your login. If your e-mail password meets the requirements for the Web Advisor password, you can use the same password for Web Advisor and e-mail unless you have shared your e-mail password with others.

Accessing Web Advisor

You can type in the address <https://advisor.meredith.edu/>

Or you can use the Web Advisor link on the Meredith Enews page. It is located on the right hand side, under happenings and Acad Calendars

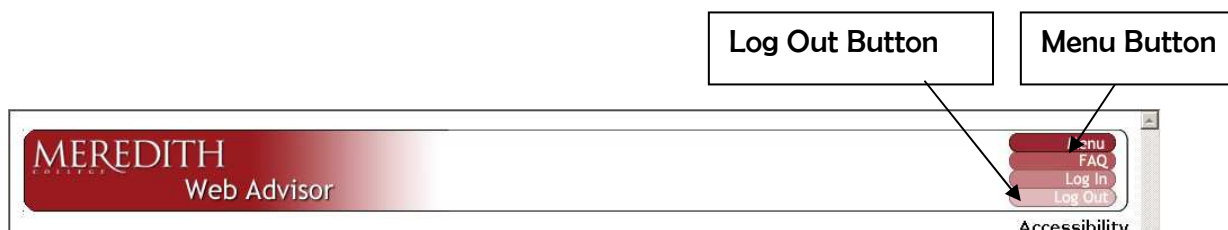
This will take you to the Web Advisor menu. Click on Web Advisor for Faculty.

Once you have sent a request through Web Advisor by clicking on the submit button, make sure you do not click on submit again. This causes the system to try to complete both of your requests. This will result in error messages.

You can print any page in Web Advisor by clicking on File, then Print. The output will print on your windows default printer.

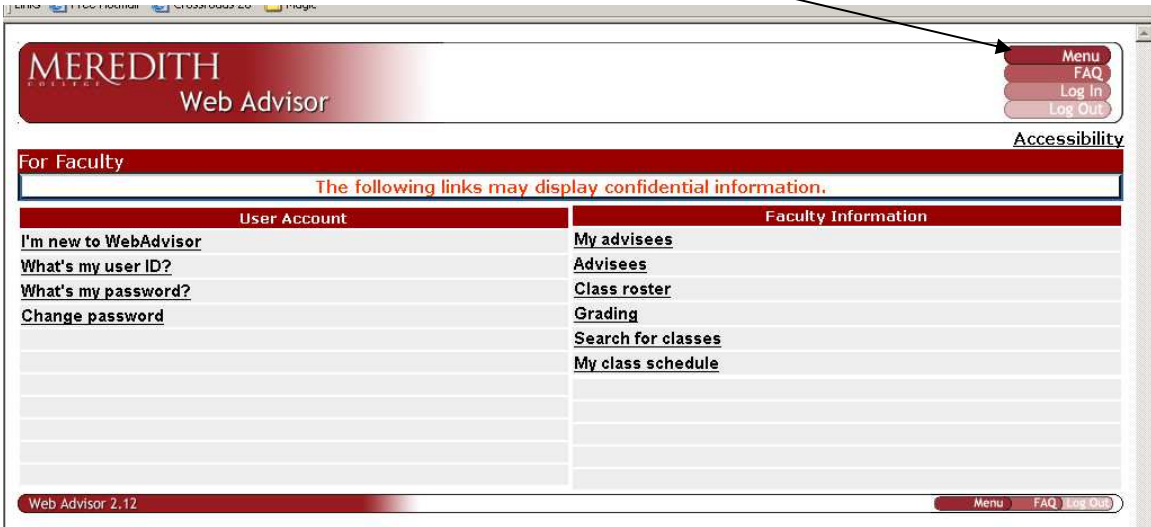
When you are finished with a Web Advisor page, you can use your browser's back button, or you can click on Menu on the Right Hand side of the top navigation bar.

When you are finished with Web Advisor, you need to click on the Log Out button. **Do not close the browser without logging out.** The Log Out button is on the right hand side of the top navigation bar. After 5 minutes of inactivity, you will be logged out automatically.

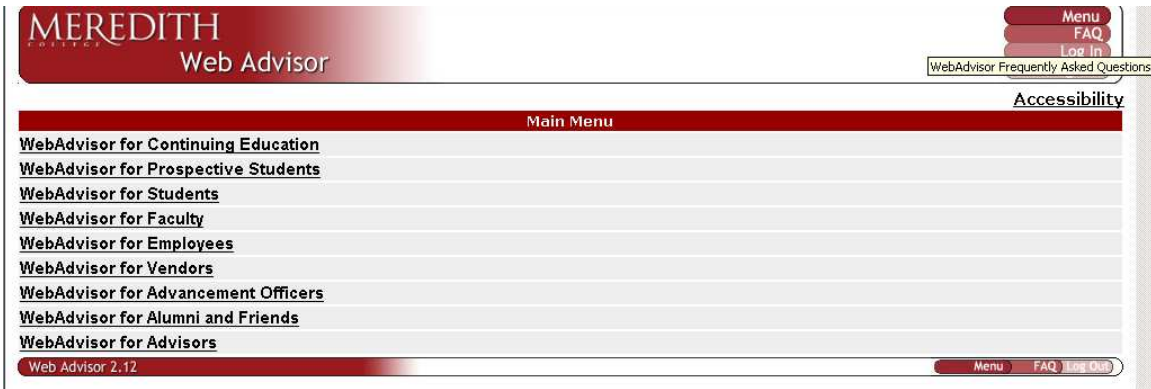


About this Documentation

These instructions are written assuming you are starting from the Web Advisor for Faculty Menu. If you are starting from anywhere else, you need to modify the instructions. You can return to this menu by clicking on Menu from any screen.



If you find yourself at the Web Advisor Main Menu, click on Web Advisor for Faculty.



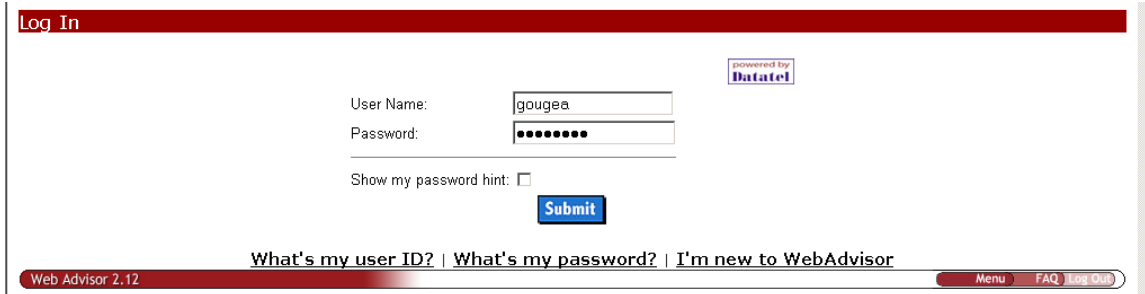
Some pages shown in this documentation have a gray square covering the data, this is not part of the screen, this was added to cover identity of students used as examples in this documentation.

| | Student | ID | E-mail address | Pass Aud | Class | Status | Credits | CEUs | Student Profile |
|---|------------|--------|----------------|----------|-------|--------|---------|------|--------------------------|
| 1 | [Redacted] | 007052 | @meredith.edu | | SO | New | 3.00 | | <input type="checkbox"/> |
| 2 | A | 012412 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 3 | E | 007762 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 4 | C | 011097 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 5 | D | 008836 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 6 | D | 009262 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 7 | E | 012397 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 8 | [Redacted] | 012192 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |

Web Advisor Log In

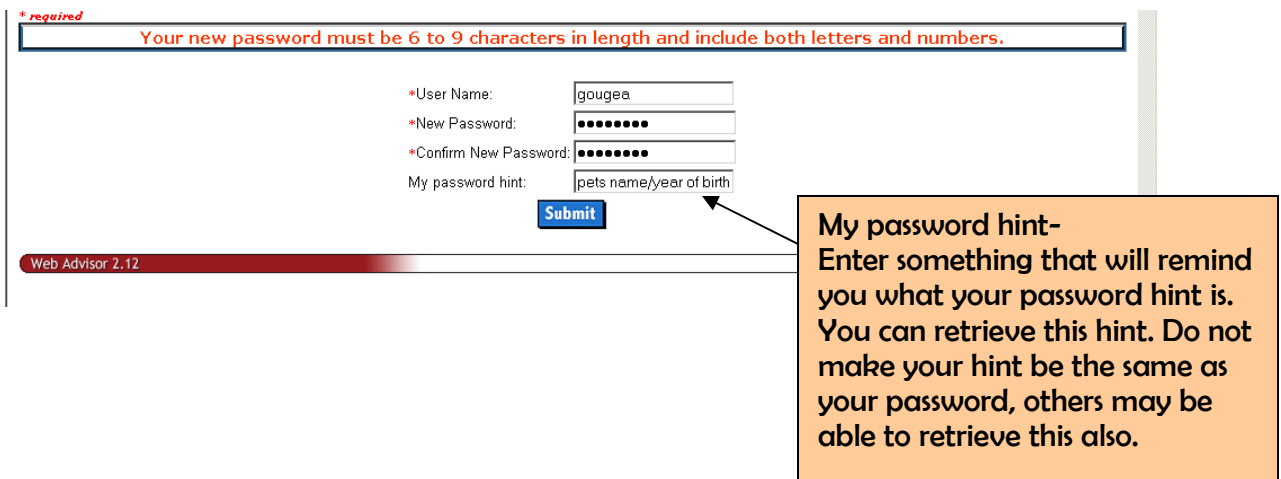
A Log In is not required for the search for classes page. Any other page you try to access will require you to Log In. You only have to Log In once, then you can access all the pages listed in this documentation.

You will not be asked to Log In until you access a page that requires a Log In. Simply enter your user name and password in lower case, then click on submit.



Changing your password

The first time you log in, you will be prompted to change your password. You can also change your password anytime by clicking on Change password in the left hand side of the menu



Help Logging In

If you forget your **User ID**, Click on What's my User ID?

Enter Your Last Name and Social Security number

** required*

In order to retrieve your User ID you must fill in your last name and one of the two additional identifying numbers.

Last Name *

SSN

OR

Colleague ID

Web Advisor 2.12 [Menu](#) [FAQ](#) [Log Out](#)

your log in name will be displayed

If you forget your Password

You can retrieve your password hint by clicking on What's my password, Show my password hint, entering your User Id and clicking submit.

Searching for classes

From the Web Advisor Menu

Click on Search for classes- a search page will be returned

You will not be required to Log In to access Class Search

Term is required. To select a term, click on the down arrow on the right hand side of the term field, click on the term that you want to search.

Everything except for term is optional. You may use as many of them as necessary to limit the results you receive. The more you limit your search, the fewer results you will receive.

Use subject to search for one subject. You can enter multiple subjects here. You can include Course Levels with the subjects, it is not required.

Form fields include: Term (2003F16 - Fall 2003), Subject (BIO - Biology), Course No (101), Section Number (A), Subjects (1, 2, 3), Course Levels, Classes Meeting After, Classes Ending Before, Mon-Tue-Sun checkboxes, Course Title Keyword(s), Locations, Academic Level, Instructor's Last Name, and a Submit button.

When you have entered all your selection criteria, click on Submit.

Remember: **ONLY CLICK ON SUBMIT ONCE.**

Your results will be displayed

the first number in this column refers to the capacity of this section, the second number refers to the number of seats still available.

Continuing Education Credits

Academic Level- UG undergraduate, GR Graduate, GRB Graduate MBA, DI dietetic Internship, CE Continuing Education

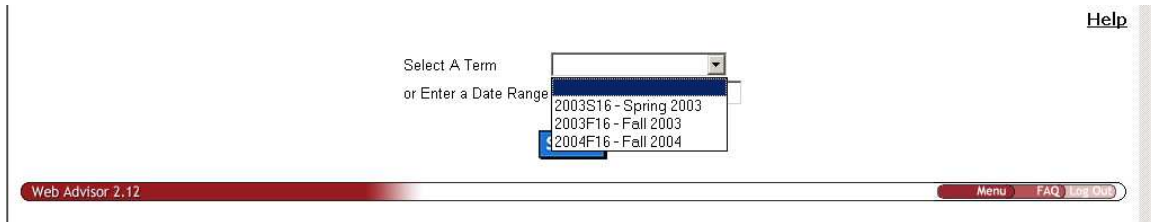
We only have one location, this is not used

| Course Name and Title | Meeting Information | Faculty | Status | Cap/Avail | Credits | CEUs | Acad Level | Loc | Term |
|--|---------------------------------|------------|--------|-----------|---------|------|------------|-----|---------|
| 1 BIO-101-A (00000000021) General Biology I | SMB 162 LEC MWF 09:00AM 09:50AM | R. Reid | Open | 45/4 | 3.00 | | UG | | 2003F16 |
| 2 BIO-101-B (00000000022) General Biology I-Honors | SMB 118 LEC MWF 12:00PM 12:50PM | F. Gutfrey | Open | 24/16 | 3.00 | | UG | | 2003F16 |
| 3 BIO-101-C (00000000023) General Biology I | SMB 162 LEC TH 12:30PM 01:50PM | M. Engell | Open | 45/12 | 3.00 | | UG | | 2003F16 |
| 4 BIO-101-D (00000000024) General Biology I | SMB 162 LEC TH 09:30AM | | Open | 45/0 | 3.00 | | UG | | 2003F16 |

Checking your Class Schedule

From the Web Advisor Menu, Click on My Class Schedule
 Select the term or date range that you need to see your schedule for

Use the down arrow beside the term field to see a list of terms you can select, click on the desired term and click submit

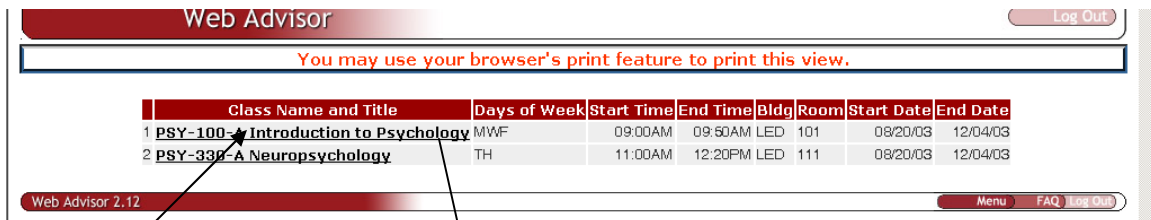


or

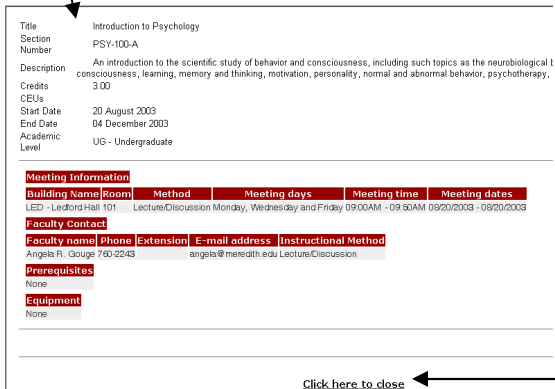
Enter a date range with a 2 digit year and click on submit



Results will be displayed according to the time frame you entered



Clicking anywhere on the course name will take you to the course description.



You will not be able to use the back button from this page, scroll to the bottom and click on Click here to close

Viewing Class Rosters

If you are not on the Web Advisor for Faculty Menu, click on Menu

Click on Class Roster

Select a Term or Date Range (See previous page for instructions on how to do this)

You will get a list of your classes for that time period

The screenshot shows the 'Web Advisor' interface. At the top left is the 'MEREDITH' logo and 'Web Advisor' text. At the top right are links for 'Menu', 'FAQ', and 'Log Out'. Below this is a table with columns: 'Choose One', 'Course Name and Title', 'Term', 'Bldg', 'Room', 'Meeting Times', and 'Days of Week'. Two rows are visible, both for 'PSY-100-A Introduction to Psychology 2003F16 LED'. The first row is for room 111 (11:00AM - 12:20PM TH) and the second row is for room 101 (09:00AM - 09:50AM MWF). A blue 'Submit' button is centered below the table. A red banner at the bottom of the page reads 'Web Advisor 2.12' and includes 'Menu', 'FAQ', and 'Log Out' links. A 'Help' link is visible in the top right corner.

| Choose One | Course Name and Title | Term | Bldg | Room | Meeting Times | Days of Week |
|--------------------------|--------------------------------------|-------------|------|------|-------------------|--------------|
| <input type="checkbox"/> | PSY-330-A Neuropsychology | 2003F16 LED | 111 | 111 | 11:00AM - 12:20PM | TH |
| <input type="checkbox"/> | PSY-100-A Introduction to Psychology | 2003F16 LED | 101 | 101 | 09:00AM - 09:50AM | MWF |

[Submit](#)

Select the class by clicking in the box, then click submit

You will get a list of students in this class

The screenshot shows a detailed view of a class roster. At the top, a red banner contains the instruction: 'To view the profile for one student, select the Student Profile checkbox next to that student's information and click 'Submit.''. Below this, the 'Course Name and Title' is 'PSY-100-A Introduction to Psychology' and the 'Instructors' are 'Angela R. Gouge'. A table lists students with columns: 'Student', 'ID', 'E-mail address', 'Pass Aud', 'Class', 'Status', 'Credits', 'CEUs', and 'Student Profile'. The 'Student Profile' column contains checkboxes. An arrow points to the checkbox for the student with ID 0123973.

| Student | ID | E-mail address | Pass Aud | Class | Status | Credits | CEUs | Student Profile |
|---------|---------|----------------|----------|-------|--------|---------|------|--------------------------|
| 1 A | 0070626 | @meredith.edu | | SO | New | 3.00 | | <input type="checkbox"/> |
| 2 A | 0124122 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 3 E | 0077626 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 4 C | 0110974 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 5 D | 0088366 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 6 D | 0092626 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 7 E | 0123973 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |
| 8 E | 0124122 | @meredith.edu | | FR | New | 3.00 | | <input type="checkbox"/> |

From here can view a student's profile by clicking in the student profile box next to the student's name, then click on submit (you may have to scroll down)

You can see this information for any student in any of your classes.

Student ID: 0063935
 Preferred Name: [Redacted]
 Preferred Address: [Redacted]

E-mail Address | **Type**
 KempG@meredith.edu

Phone Number | **Extension** | **Type**
 1 919-362-4863 School Term
 2 919-362-4863 Home

| Academic Program | Academic Level | Degree | Anticipated Completion Date | Academic Standing | Major | Minor | CCD | Specialization |
|--|----------------|--------|-----------------------------|-------------------|-------------------------|-------|-----|----------------|
| BS Bus. Admin., Management Concentration | UG | BS | 12/07 | | Bus. Admin., Management | | | |

Advisor | **Advisor Type** | **Phone Number** | **Extension** | **E-mail Address**
 1 Susan B. Wessels First major, degree 760-8475 WesselsS@meredith.edu
 2 Angela R. Gouge First major, degree 760-2243 angela@meredith.edu

Counselor | **Counselor Type** | **Phone Number** | **Extension** | **E-mail Address**

Web Advisor 2.12 Menu FAQ Log Out

Possible Degrees

| | |
|-----|------------------------------|
| BA | Bachelor of Arts |
| BC | Baccalaureate |
| BM | Bachelor of Music |
| BS | Bachelor of Science |
| BSW | Bachelor of Social Work |
| MBA | Master of Business Admin. |
| MED | Master of Education |
| MMU | Master of Music Perf. & Ped. |
| MSN | Master of Science, Nutrition |

Academic Standing

| | |
|------|---------------------------|
| GOOD | In Good Standing |
| DEAN | Dean's List |
| PRB1 | Academic Probation |
| PRB2 | Second Academic Probation |
| SUSP | Academic Suspension |
| WARN | Academic Warning |

Getting a list of Advisees with GPA

From the Web Advisor Menu, click on Advisees
Enter the term or date range, click submit

This may take longer than other screens, GPA has to be calculated
Do not click on submit more than once

A list of your advisees is returned

Att Creds- This means all courses completed at Meredith for a grade: standard A-F courses and any P/F courses that a student has FAILED. It doesn't include any pass fail courses that the student has passed.

Earned Credits- This would mean all credits from all places: AP, transfer, P/F courses passed, etc.

Cum GPA- Overall GPA, includes Meredith and any other institutions attended by this student

Ungraded Credits- This means courses in progress and includes current courses, incompletes, and, after preregistration, courses for the next semester.

| Student ID | Name | Program | Cum GPA | Ungraded Credits | Att Creds | Earned Creds |
|------------|------|---------|---------|------------------|-----------|--------------|
| 1 0007678 | | | 2.085 | 14.00 | 53.00 | 41.00 |
| 2 0090224 | | | 3.761 | 6.00 | 12.00 | 96.00 |
| 3 0109196 | | | 4.000 | 17.00 | 0.00 | 3.00 |
| 4 0063935 | | | 3.388 | 3.00 | 51.00 | 125.00 |
| 5 0007680 | | | 3.317 | 17.00 | 67.00 | 74.00 |
| 6 0007611 | | | 3.271 | 18.00 | 66.00 | 74.00 |

Information viewed from My Advisees

For your advisees, you will be able to view the following: transcript information, student schedules, test scores, and student profile information. Specifics on each of these are on the following pages.

When you go to the My Advisees Page, you will get a list of advisees with a blank box beside each name. You will use the drop down arrow to select the function you need, then click on submit.

| | Name | Action |
|---|---------------|---------------------------|
| 1 | g, Susan M. | <input type="text"/> |
| 2 | , April J. | <input type="text"/> |
| 3 | , Mary E. | <input type="text"/> |
| 4 | , Virginia B. | TRANS - Transcript |
| 5 | Ella L. | SCHED - Schedule |
| 6 | Katie L. | PREV - Program Evaluation |
| 7 | , Jodi L. | TESU - Test Summary |

Submit

After viewing one of the options for one student, it is necessary to make sure that selection is removed before trying to select a function for another student. You may only have a selection beside one student's name.

| | Name | Action |
|---|-------------|----------------------|
| 1 | Susan M. | <input type="text"/> |
| 2 | April J. | SCHED - Schedule |
| 3 | Mary E. | <input type="text"/> |
| 4 | Virginia B. | <input type="text"/> |
| 5 | a L. | SCHED - Schedule |
| 6 | tie L. | <input type="text"/> |
| 7 | odi L. | <input type="text"/> |

Submit

For example: If you had looked at a schedule for student #2 then decided to look at a schedule for student #5, you need to remove schedule from the action box beside student #2. You can do this by clicking on the down arrow in the action box, above transcripts is a blank line, select it. Then you can select an action for another student.

| | |
|---------------|---------------------------|
| y, Susan M. | <input type="text"/> |
| , April J. | <input type="text"/> |
| , Mary E. | <input type="text"/> |
| , Virginia B. | TRANS - Transcript |
| Ella L. | SCHED - Schedule |
| Katie L. | PREV - Program Evaluation |
| s, Jodi L. | TESU - Test Summary |

Submit

Viewing Transcript Information

You can view transcript information for your advisees only.

From the Web Advisor Menu

Click on My Advisees, select the term or date range for your advisee list, click on submit.

You will get a list of your advisees for that time period.

Click on the down arrow beside the student name in the 'action box', click on Transcript, click on submit.

The screenshot shows the Meredith University Web Advisor interface. At the top, there is a navigation bar with 'Menu', 'FAQ', and 'Log Out' buttons. Below this is a red banner with the text 'Make a selection from one drop-down box in the "Action" column to get more information about one of your advisees.' and a 'Help' link. The main content area displays a table with columns for 'Name' and 'Action'. The 'Action' column for the sixth row is open, showing a dropdown menu with the following options: 'TRANS - Transcript', 'SCHED - Schedule', 'PREV - Program Evaluation', 'TESU - Test Summary', 'REG - Register', 'DRCL - Drop Class', and 'STPR - Student Profile'. The 'TRANS - Transcript' option is highlighted. At the bottom of the interface, there is a footer with 'Web Advisor 2.12' and 'Menu FAQ Log Out'.

Select the transcript type, undergraduate or graduate, by using the down arrow

Click on submit. You will get a list of all the courses the student has taken.

| Course/Section and Title | Grade | Credits | CEUs | Repeat | Term |
|-----------------------------|-------|---------|------|--------------------------|---------|
| 1 OS-011 Crop Production | B | 4.00 | | <input type="checkbox"/> | 1977F16 |
| 2 EB-012 Econ Org Agric | A | 3.00 | | <input type="checkbox"/> | 1977F16 |
| 3 ENT-010 Gen Entomology | C | 3.00 | | <input type="checkbox"/> | 1977F16 |
| 4 PE-246 Physical Ed | P | 1.00 | | <input type="checkbox"/> | 1977F16 |
| 5 PO-011 Poultry Production | B | 3.00 | | <input type="checkbox"/> | 1977F16 |
| 6 BAE-012 Farm Power Mach | C | 3.00 | | <input type="checkbox"/> | 1978S16 |
| 7 EB-011 Af Rec Acctg | C | 3.00 | | <input type="checkbox"/> | 1978S16 |
| 8 PE-100 | P | 1.00 | | <input type="checkbox"/> | 1978S16 |

At the bottom of the listing, you will see credit and GPA's, you may have to scroll down.

| | | | | | |
|--|---|------|--|--------------------------|---------|
| 43 ENG-206 A Survey of American Literature | B | 3.00 | | <input type="checkbox"/> | 02U6D1 |
| 44 REL-100 J Intro to Biblical Lit & His | A | 3.00 | | <input type="checkbox"/> | 2002F16 |
| 45 REL-266 A Pauline Literature | A | 3.00 | | <input type="checkbox"/> | 2003S16 |
| 46 BUS-348 A Organizational Behavior | A | 3.00 | | <input type="checkbox"/> | 03U31 |
| 47 FRE-101 A Elem French Conversation I | | | | <input type="checkbox"/> | 2003F16 |

| | |
|----------------------|--------|
| Total Earned Credits | 125.00 |
| Total Grade Points | 410.00 |
| Cumulative GPA | 3.388 |

The screenshot also shows the footer of the Web Advisor interface with 'Web Advisor 2.12' and 'Menu FAQ Log Out' buttons. At the bottom of the browser window, there is a status bar with 'Done' and 'Internet'.

Viewing Student Schedules

You can view student schedules for your advisees only.

From the Web Advisor Menu

Click on My Advisees, select the term or date range for your advisee list, click on submit.

You will get a list of your advisees for that time period.

Click on the down arrow beside the student name in the 'action box', click on Schedule, click on submit.

Select the term that you want to see the student's schedule for, click submit

| | Course Name and Title | Status | Meeting Information | Creds | CEUs | Pass Aud | Start Date |
|---|---|--------|--|-------|------|----------|------------|
| 1 | ART-130-A (000001291) Photography I | New | GHA 122 STU TH 08:00AM 10:50AM N. Short | 3.00 | | | 08/20/03 |
| 2 | GER-307-A (000000228) Advanced Conversation | New | JOY 234 LEC TH 11:00AM 12:20PM L. Kube | 3.00 | | | 08/20/03 |
| 3 | PSY-342-A (000001373) Autism Practicum | New | TBA TBA PRA TBA TBA D. Fairbank | 2.00 | | | 08/20/03 |
| 4 | PSY-424-A (000001376) Theory and Practice in Counsel | New | LED 004 SEM MW 02:00PM 03:20PM D. Heining-Boynnton | 3.00 | | | 08/20/03 |
| 5 | PSY-324-A (000001369) Conditioning and Behavior Mod. | New | LED 111 LEC TH 02:00PM 03:20PM L. Aubrecht | 3.00 | | | 08/20/03 |
| 6 | PSY-410-A (000001374) Social Psychology | New | LED 004 SEM MWF 09:00AM 09:50AM R. Huber | 3.00 | | | 08/20/03 |

Clicking on the course title will take you to the course description
For more information on course descriptions, see checking your class schedule

Status refers to the student's registration status in the course

Viewing Test Scores

You can view student test scores for your advisees only.

From the Web Advisor Menu

Click on My Advisees, select the term or date range for your advisee list, click on submit.

You will get a list of your advisees for that time period.

Click on the down arrow beside the student name in the 'action box', click on Test Summary, click on submit.

[Help](#)

Make a selection from one drop-down box in the "Action" column to get more information about one of your advisees.

| # | Name | Action |
|---|------------|---|
| 1 | [REDACTED] | [Dropdown] |
| 2 | [REDACTED] | [Dropdown] |
| 3 | [REDACTED] | [Dropdown] |
| 4 | [REDACTED] | [Dropdown] |
| 5 | [REDACTED] | [Dropdown] |
| 6 | [REDACTED] | <ul style="list-style-type: none"> TRANS - Transcript SCHED - Schedule PREV - Program Evaluation TESU - Test Summary REG - Register DRCL - Drop Class STPR - Student Profile |

Web Advisor 2.12 Menu FAQ Log Out

[Help](#)

| Admissions Tests | Date Taken | Score | Percentile | Status | Status Date |
|-------------------|------------|-------|------------|------------|-------------|
| 1 SAT Verbal | 12/01/00 | 420 | | Notational | 01/04/01 |
| 2 SAT Verbal | 10/01/00 | 480 | | Accepted | 02/26/01 |
| 3 SAT Verbal | 04/01/00 | 420 | | Notational | 11/08/00 |
| 4 SAT Mathematics | 12/01/00 | 540 | | Accepted | 02/26/01 |
| 5 SAT Mathematics | 10/01/00 | 520 | | Notational | 01/04/01 |
| 6 SAT Mathematics | 04/01/00 | 510 | | Notational | 11/08/00 |
| 7 SAT Composite | 12/01/00 | 960 | | Notational | 01/04/01 |
| 8 SAT Composite | 10/01/00 | 1000 | | Notational | 11/08/00 |
| 9 SAT Composite | 04/01/00 | 930 | | Notational | 10/26/00 |

| Placement Tests | Date Taken | Score | Percentile | Status | Status Date |
|--|------------|-------|------------|--------|-------------|
| No tests of this type have been recorded | | | | | |

| Other Tests | Date Taken | Score | Percentile | Status | Status Date |
|--|------------|-------|------------|--------|-------------|
| No tests of this type have been recorded | | | | | |

Web Advisor 2.12 Menu FAQ Log Out

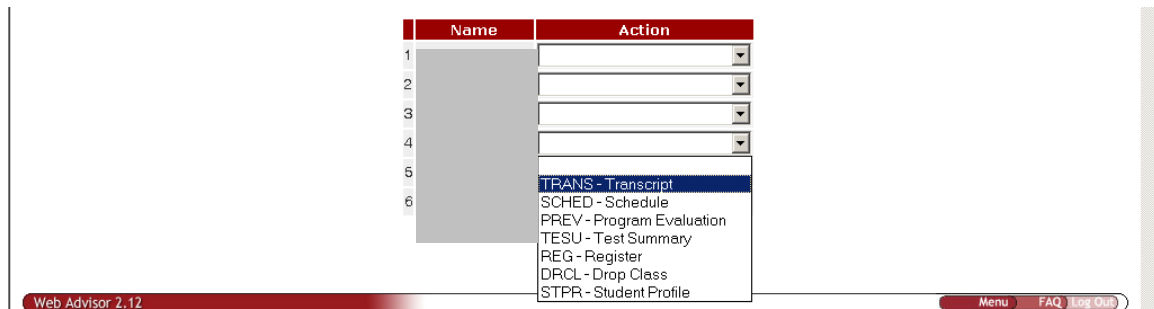
Viewing Student Profile Information

You can view student profile information for your advisees or any student in any of your classes.

To view student profile information for your advisees:

From the Web Advisor Menu Click on My Advisees, select the term or date range for your advisee list, click on submit.

Click on the down arrow beside the student name in the 'action box', click on Student Profile, click on submit.



Student ID: 0000000000
 Preferred Name: [Redacted]
 Preferred Address: [Redacted]

E-mail Address | **Type**

[Redacted]@meredith.edu

| Phone Number | Extension | Type |
|----------------|-----------|-------------|
| 1 919-362-4883 | | School Term |
| 2 919-362-4883 | | Home |

| Academic Program | Academic Level | Degree | Anticipated Completion Date | Academic Standing | Major | Minor | CCD | Specialization |
|--|----------------|--------|-----------------------------|-------------------|-------------------------|-------|-----|----------------|
| BS Bus. Admin., Management Concentration | UG | BS | 12/07 | | Bus. Admin., Management | | | |

| Advisor | Advisor Type | Phone Number | Extension | E-mail Address |
|--------------------|---------------------|--------------|-----------|-----------------------|
| 1 Susan B. Wessels | First major, degree | 760-8475 | | WesselsS@meredith.edu |
| 2 Angela R. Gouge | First major, degree | 760-2243 | | angela@meredith.edu |

Counselor | **Counselor Type** | **Phone Number** | **Extension** | **E-mail Address**

[Redacted]

Possible Degrees

| | |
|-----|------------------------------|
| BA | Bachelor of Arts |
| BC | Baccalaureate |
| BM | Bachelor of Music |
| BS | Bachelor of Science |
| BSW | Bachelor of Social Work |
| MBA | Master of Business Admin. |
| MED | Master of Education |
| MMU | Master of Music Perf. & Ped. |
| MSN | Master of Science, Nutrition |

Academic Standing

| | |
|------|---------------------------|
| GOOD | In Good Standing |
| DEAN | Dean's List |
| PRB1 | Academic Probation |
| PRB2 | Second Academic Probation |
| SUSP | Academic Suspension |
| WARN | Academic Warning |

For information on Viewing Student Profiles for Students in your classes, see viewing class rosters.

Register, Drop Class, and Program Evaluation

These three items are listed under My Advisees but are currently not available . Clicking on them will give you an error message and require you to Log Out and Log In again before accessing anything else.

Where to get help

Questions about how to use Web Advisor

Questions about the data

Examples: What does this data mean?

I need to be able to search on additional terms

I'm no longer her advisor, why is she showing on my list?

Read the documentation

Registrar's Office X8878

Technical Problems

Examples: Can't access Web page

Can't login/password problems

For password problems- refer to documentation first, then call technology services X8989

For all other technical problems call X8989