


CampS: Advisor Navigation Tips Sheet

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This page describes how to reach information in MyBlugold CampS related to student advising. If you have problems, please contact the LTS Help Desk by emailing them at helpdesk@uwec.edu or calling 715-836-5711.

NOTES: You may not have access to all of these navigational routes depending on your security.

All navigational paths start at www.uwec.edu » MyBlugold CampS » Main Menu pull-down at the top of the page.

Task	Navigational Path
View My Advisees	Self Service » Advisor Center » My Advisees » (click View All to see the full list)
View PAC Codes For My Advisees	Self Service » Advisor Center » My Advisees » (click View All to see the full list)
Email Students From Advisee List	Self Service » Advisor Center » My Advisees » select <i>Notify All Advisees</i> OR Select specific students » click Notify Selected Advisees OR Click directly on the name of an advisee to send email through your default email client
Download Advisee List To Spreadsheet	Self Service » Advisor Center » My Advisees » click the calendar icon  at the top of the list of advisees
View Student Details	Self Service » Advisor Center » My Advisees » click View Student Details for the selected student
View Student Schedules	Self Service » Advisor Center » My Advisees » View Student Details » My Class Schedule
View Student Enrollment Appointment Time	Self Service » Advisor Center » select the student from list or from <i>View Data for Other Students</i> » Enrollment Dates » Choose Term » scroll past Shopping

	Cart Appointments
View Student Shopping Carts	Self Service » Advisor Center » My Advisees » View Student Details » Shopping Cart
View Transfer Credit Report	Self Service » Advisor Center » My Advisees » View Student Details » Other Academic . . . » Transfer Credit: Report » click the go button »
View Degree Audit	Self Service » Advisor Center » My Advisees » View Student Details » Other Academic . . . » Degree Audit » click the go button »
View Holds (Service Indicators)	Self Service » Advisor Center » My Advisees » View Student Details » click the General Info tab » Service indicators are listed (some confidential service indicators may not appear)
View To-Do List (Initiated Checklists)	Self Service » Advisor Center » My Advisees » View Student Details » click the General Info tab » Initiated Checklists are listed (some confidential checklists may not appear)
View Academic Info (Including Plans and Term Summary Data)	Self Service » Advisor Center » My Advisees » View Student Details » click the Academics tab
View Admissions Info (Including Applicant Progression)	Self Service » Advisor Center » My Advisees » View Student Details » click the Admissions tab (more than one record may display; the oldest one displays by default rather than the most recent)
View Test Scores	Self Service » Advisor Center » My Advisees » View Student Details » click the Admissions tab (click View All to see all scores)
View Advisee High	Self Service » Advisor Center » My Advisees » View Student Details » click the Admissions tab » Edit Education

School Class Rank	Data » in the <i>Transcript Summary</i> area, click the Rank tab
View Course Catalog	Self Service » Class Search/Browse Catalog » Browse Course Catalog
View Schedule of Classes (Class Searching)	Self Service » Class Search/Browse Catalog » Class Search
Class Schedule by Subject (Condensed, Including Enrollment and Special Fees)	Self Service » (Term) Class Schedule by Subject