

Sindh Madressatul Islam University

Student Welfare and Program Office



Student Advisory Initiative

User Guide for Faculty Advisors

1885 SMI AND UNIVERSITY Student Welfare and Program Office

User Guide for Faculty

1885 SMI	R	
User ID		
Password		Enter User ID/Password
Select a Language	~	
Enable Accessi Forgot Your Pas Sign In	ssword? Click Sigr	n In
Copyright © 2000, 2014, Oracle and/or it	ts affiliates. All rights reserved.	

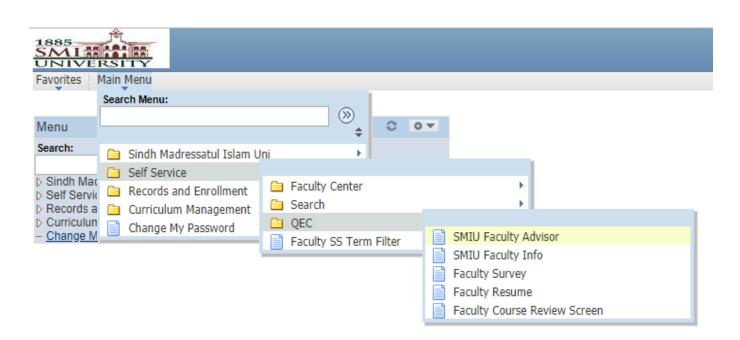
<u>Step 1</u>: Get started by logging in to your PeopleSoft Campus Management System:

<u>Step 2</u>: Follow the navigation below to view your assigned students and advisory timings.

Main Menu > Self Service > QEC > SMIU Faculty Info

1885 SMIM UNIVE Favorites	Main Menu	
Menu	Search Menu:	
Search: Sindh Mac Self Servic Records a Curriculun	 Records and Enrollment Curriculum Management 	Jni Faculty Center Search QEC
- <u>Change M</u>	Change WV Password	Faculty SS Term Filter SMIU Faculty Advisor SMIU Faculty Info Faculty Survey Faculty Resume Faculty Course Review Screen

<u>Step 3</u>: Follow the navigation below to complete the advisory progress survey form. (To be filled each week to provide a weekly report on the advisory sessions.)



Main Menu > Self Service > QEC > SMIU Faculty Advisor

Step 4: Enter Visit Number (E.g. 1-100), and click "Add."

1885 SMI ARA ARA UNIVERSITY
Favorites Main Menu > Self Service > QEC > SMIU Faculty Advisor
Add a New Value
Teacher ID: Visit Number: Q Term /Semester: 1801
Add

UNIVERSITY Favorites Main Menu > Self Service > QEC > SMIU Faculty Advisor SMIU Faculty Advisor Proforma B Sindh Madressatul Islam University Faculty Advisor Session Proceedings Use the calendar to add Faculty Name appointment schedule date Day Appointment Schedule FRIDAY From Time 11:00 AM To Time 12:00 PM 3 Q *Student Visit Use "+" or "-" to add or delete students Proposed Activity Personalize | Find | 2 First 🚺 1 of 1 Student ID Student Name + -1 Q Use the "Look up" option to search for Student ID **Discussion Details** Point wise details for each student preferred

Step 5: Fill the Faculty Advisor Session Proceedings form and click "Save."

1.22			
es	Main Menu > Self Service > QEC > SMIU Faculty Advisor	Point wise s	uggestions preferred
Su	ggestions:		
Ch	st Session / Meeting Feedback: eck what best describes your views: V. Satisfied 4. Satisfied 3. Average 2. Dissatisfied 1. V. Dissatisfied		Use the dropdown menu to select an option
		Personalize F	ind 🔄 🛗 First 🚺 1-5
	*Questions		**Option
1	How would you rate the student's level of interest in the advisory su	pport?	
2	How would you rate the overall experience of the meeting?		
3	How would you rate time, place and other logistics for the meeting?		
4	How satisfied are you with the student's progress in academics and activities?	other university	
5	How satisfied are you with the conduct of the student?		
Any	/ additional comments:		
			Signature Signature Date: 03/02/2018
Save			