Dear NSM & ECS Faculty,

Greetings! The **Early Warning System** is ready for your responses. All aspects are online and designed to enable quick and efficient feedback on First Year Transfer students in your class(es). Attached are the instructions of the faculty log-in page for this system in case they are needed.

Thank you for your continued support.

If you have any questions please contact the following Student Service Professional:

Dr. Maria Dela Cruz [mvdelacruz@fullerton.edu](mailto:mvdelacruz@fullerton.edu) / (657) 278-8398 (First Year Transfer Students)
Once faculty click on the link in the e-mail, this is the first page they will see.
Faculty will enter admin. information (the same way they would log on to their CSUF portal).
This screen will show the course(s) the faculty member is currently teaching with registered first year transfer students. Faculty can click on “select” for the course they would like to provide feedback for.
Now, faculty can select the individual student(s) to provide feedback for by clicking “start” next to the student’s name. Once all grade reports are completed, the faculty member can click on “other course” to complete grade reports for other courses on their list.
Faculty can provide quantitative and/or qualitative feedback for the student identified on the top-left of the page. Once completed, click “submit”. Grade report is tentatively completed for that student.
Faculty will see this page after submitting a grade report. They can verify if submittal occurred; it will state “edit” next to the student’s name if report has been submitted, and “start” if report has NOT been submitted.
Once all grade reports for all course(s) have been submitted, faculty must click on “finish” to officially submit reports. No changes can be made after this point. Reports go directly to student service coordinators.
First Year STEM Students

Thank you for your feedback it is very important to us and we appreciate the extra time and effort involved in assisting us in this matter.

If you have any questions please feel free to contact us.

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Report has been successfully sent once faculty see this page. They can contact the coordinators if they have any questions.
WARNING:
You will have 60 minutes to enter all grades and hit finish. After this time your session will be timed out and any data not submitted at the end of this session will be lost.