

# Some General Reasons to Raise a Flag for a S

# OnTrack FAQ:

What is an Academic Progress Report (APR) and why am I being asked to complete it ?

Beginning Fall 2021, Instructors who have Undergraduate students registered in their course(s) will be asked to complete an APR through OnTrack at **designated points** each semester, each of which is aligned with academic deadlines and milestones.

Can I use OnTrack to provide feedback about a student outside of the APR periods ? **YES**

# What Happens After I Raise a Flag or Kudos in OnTrack?

For **Academic** and **Attendance Concerns**, the student will receive an email notification of your concern, including the exact comments you have provided in OnTrack. The **V W X GMS Q W L** will also receive an email notification about the concern and will conduct follow-up outreach to the student, offering additional support and guidance.

For **Kudos**, the student will receive an email notification of the Kudos, including the exact comments you have provided in OnTrack.

# Some General Tips and Reminders

Google Chrome and Firefox web browsers tend to provide the best user experience for OnTrack.

You can quickly search for one of your students in OnTrack using any of the following criteria:

U#/Student ID

Last Name

First Name

Partial name (a minimum of 3 letters)

**PREFERRED NAMES** used and displayed in OnTrack (and in CLASSES).

OnTrack is **updated on a nightly basis** and reflects changes or updates to student records and registrations (i.e., Add/Drop or Withdrawal) as of approximately **S P** the prior night.