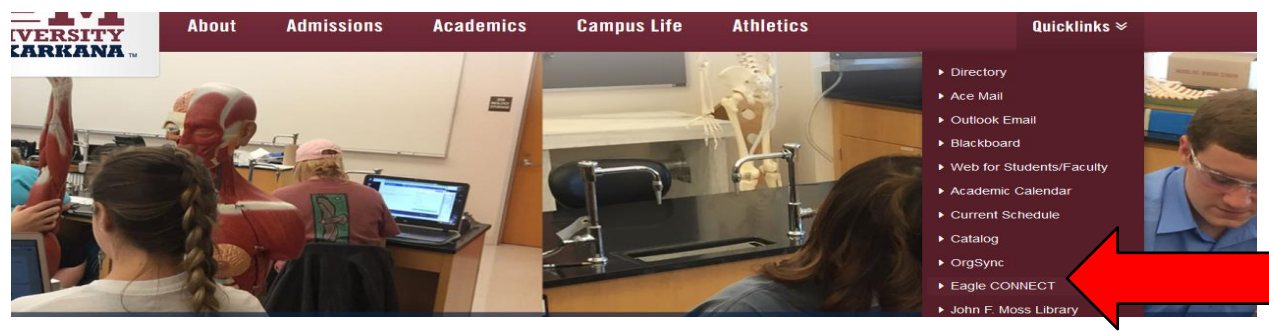


Final Census Day Rosters-Eagle CONNECT

Final Census Day rosters will be submitted via Eagle CONNECT (formerly Starfish). You can access Eagle CONNECT multiple ways:

- Click on Eagle CONNECT under the Quicklinks menu at www.tamut.edu, or
- Access Eagle CONNECT directly at: www.tamut.edu/EagleCONNECT/, or
- Click on the survey link included in deployed email



Eagle CONNECT log in

Use your **TAMUT NET ID username and password** (what you use to log into your work computer). **Note: this is not your Web for Faculty log in credentials.**

Welcome to Eagle CONNECT!
Students = login with your net-id/blackboard credentials
Faculty/Staff = login using your regular desktop credentials
If you are unable to login, select "Forgot Password" on the right for further assistance.

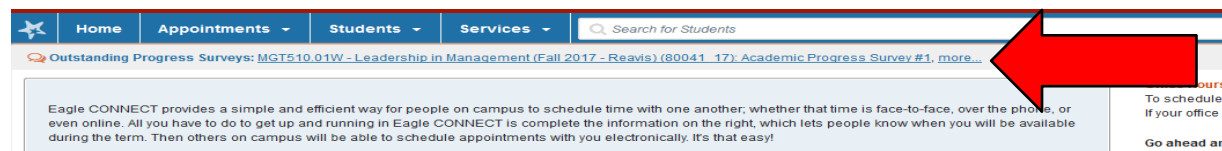
Sign In to Eagle CONNECT

Username

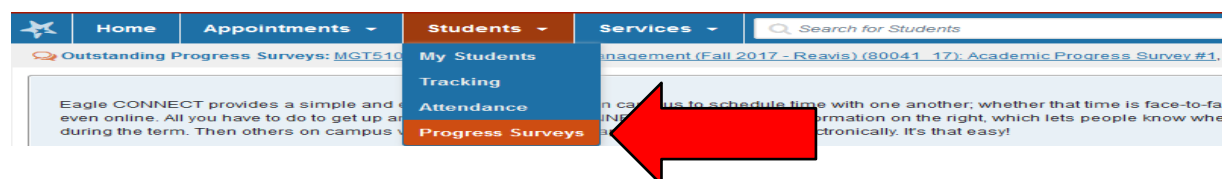
Password

Progress Surveys

Any outstanding progress surveys will be linked under the tabs and search field at the top of the screen. **Note: there is more than one type of progress survey. Please pay attention to which survey you are accessing.**



Progress Surveys can also be accessed by clicking on the **Students Tab** and then selecting **Progress Surveys**.



Select Sections

Select the section from the drop down menu that you would like to review. **Note: there may be more than one section/progress survey listed. Select the section for FINAL CENSUS DAY ROSTERS**

The screenshot shows a navigation bar with 'Home', 'Appointments', 'Students', and 'Services'. Below it are tabs for 'My Students', 'Tracking', 'Attendance', and 'Progress Surveys'. A dropdown menu is open, showing several survey options. The option 'MGT510.01W - Leadership in Management (Fall 2017 - Reavis) (80041_17): Final Census Day Rosters' is highlighted, and a red arrow points to it.

Select students

- **Student who never attended:** check the box in the **second column** corresponding to the student name
- **Students in attendance:** **green check mark** should be displayed in first column for each student attending/participating

Note: The confirm roster column is the DEFAULT. You must check the never attended column (2nd column) for any student that is not attending.

The screenshot shows a table with columns for 'Name', 'Confirm Roster', and 'Never Attended'. A blue box points to the 'Confirm Roster' column, stating 'Column #1 is the DEFAULT. Check for student who IS attending/participating'. Another blue box points to the 'Never Attended' column, stating 'Column #2: Check for student who IS NOT attending/participating'. The 'Never Attended' column contains checkboxes, and a red circle highlights this column.

Submit Roster

Once you have selected students for attendance/non-attendance click the **blue SUBMIT** icon above or below the class list. When the roster is submitted, it will be removed from the drop down menu.

***All rosters should be submitted, even if all students are in attendance.**

The screenshot shows the 'Attendance' tab selected. At the bottom, there are buttons for 'Save Draft', 'Never Attend', and 'Submit'. The 'Submit' button is circled in red.

Questions

Class roster questions? Contact registrar@tamut.edu

Eagle CONNECT questions? Contact EagleCONNECT@tamut.edu