

Product Release

Advising Tool

Successful navigation of an undergraduate career is rarely accomplished alone. Many students require holistic support to address the complexities of academic challenges, social experiences, or their eventual transition into the job market. While many universities have advising services in place, student utilization of these services is often underwhelming.

To address this issue, PeopleGrove has built an advanced advising solution to increase coordinated advising and student utilization of advising services. Our coordinated Advising Tool was designed to further PeopleGrove's overall mission of providing centralized support resources to increase student success.

| What can coordinated advising accomplish?

- Increased use of academic advising results in higher graduation rates and improved student success metrics.
- Better advisor communication through note-taking and sharing features enable advisors to better provide personalized support.
- Advisors are more informed with an all-in-one view of student data to support informed conversations and efficient appointments.
- Students build healthy habits around seeking advising - enabled by easy booking and management.

What are people saying?



"I've noticed a significant uptick in the number of students engaging with our advising department and writing center. We wanted students to access all of the resources we've made available to them, ensuring success during their undergraduate years and beyond. PeopleGrove's new Advising Tools, especially scheduling automation, is helping us do just that."

Nicole Townsend

Associate Academic Director, Capella



How does the Advising Tool work for Students?

Choose Advisor or Select Quick Book Option

Once students identify the right advisor based on their needs, they will have access to real-time availability -- limited by an advisor's work calendar and windows of availability -- and can simply book a time without unnecessary back-and-forths.

If a student has urgent advising needs, they can select the Quick Book option. This view aggregates all available time slots across advisors so students can select a time as soon as possible.

Once an advising appointment is booked, the student and the advisor will both be sent automatic SMS and email reminders, ensuring increased attendance rates.

Complete Pre-Appointment Intake Forms

To maximize the time spent in advising sessions, students may be required to complete an intake form specific to the type of meeting. For example, if a student selects a mock interview, they might be required to fill out a questionnaire regarding their career interests.

Next Steps

After an advising appointment is completed, students will be sent a summary directly through the platform. They will also have the opportunity to schedule a follow-up appointment and track next steps.

How does the Advising Tool work for Advisors?

Review Student Data

Once a meeting has been booked, advisors may access a 360° view of the student they will soon meet. This feature enables advisors to prepare effectively for a meeting - freeing up valuable time. The 360° View provides consolidated access to student information such as:

- Notes from meetings with other advisors
- Completed pre-appointment intake forms or documents
- Academic history
- Current course load
- Career interests

Log and Share Meeting Notes

To enable coordinated student support, the Advising Tool allows advisors to record meeting notes on a private, admin-only view. These notes can then be set to private or public. Public notes can then be viewed by other advisors who may meet with this student in the future, enabling greater coordination and a better student experience.

Next Steps

Advisors can choose to schedule a single follow-up appointment or set up recurring goals to track and measure progress between the student and advisor.

**ADVISEE**

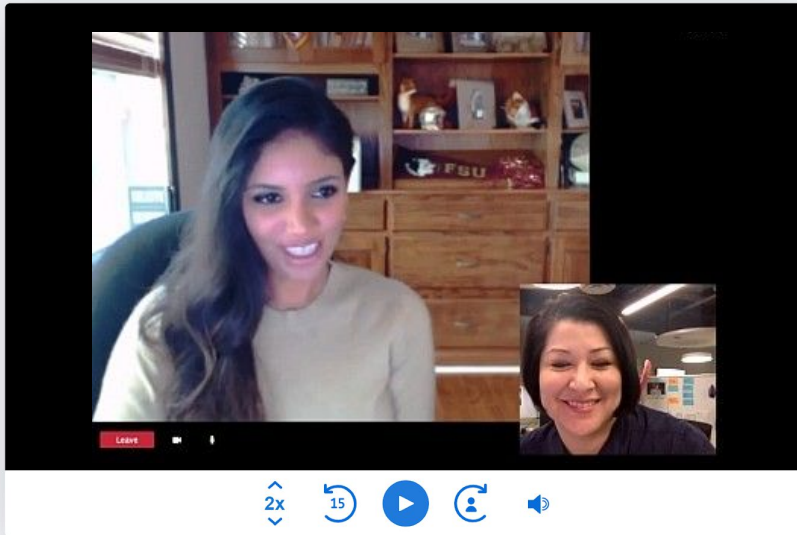
Meliah Daniels

**ADVISER**

Katrina Dominguez

August 20, 2019

5 Min 4 secs



Talk Ratio

[View Transcript](#)

Advising Intelligence

For the first time, Higher Education leaders can now get powerful visibility into 1:1 conversations happening between students and advisors. With the permission of students, you can now automatically record every phone call or video chat.

Conversations matter.

That's why PeopleGrove captures all of your advising conversations. Trying to figure out what happened on in a meeting summary? Reading the summary in your Notes section is not quite the same as listening to real conversations. 30 written words never truly recap 6,000 spoken words. Meet your new single source of truth.

PeopleGrove transcribes and indexes everything so you can easily search and look for how advisors might be guiding students around “transfer credit” or “financial aid”.

