

Advisee List (Student Profile)

Written explanations appear at the bottom of slides.

The screenshot shows the myMILLIKIN student portal. At the top, there are navigation links for "QUICK LINKS", "MY ACCOUNT", and "LOG OFF". The main header includes the myMILLIKIN logo and a greeting "Good Morning, Maybel!". Below the header, there are sections for "ACCOUNT BALANCE", "BOOK BALANCE", "MEAL/FLEX BALANCE", and "PRINT BALANCE". A search bar contains the text "muonline" with a pink arrow pointing to it. A callout box above the search bar says "Search for messages, people, and features". The "myALERTS" section contains a "Password Reset" alert and a "Millikin Alumni email" alert. The "mySTREAM" section shows a list of messages with filters for "VIEW ALL", "10", "30", and "2". The "myVIP" section has a link to "Stay up to date during your admission process by clicking here to access myVIP". The "ACADEMICS" section lists "ALUMNI", "CONNECT", and "TOOLS". A pink arrow points to the "MU Online" icon in the "FAST ACCESS" section.

QUICK LINKS

MY ACCOUNT LOG OFF

myMILLIKIN Good Morning, Maybel!

ACCOUNT BALANCE BOOK BALANCE MEAL/FLEX BALANCE PRINT BALANCE

muonline SEARCH

myALERTS

Search for messages, people, and features

mySTREAM

myVIP

ACADEMICS

ALUMNI

CONNECT

TOOLS

Open muOnline.

Advisee List (Student Profile)

Faculty & Advisors Self-Service

[Advisee Profile](#)

View your advisee list and Student Profiles

[Advisor Menu](#)

View a student's transcript; View a student's grades; Display your security setup.

[Term Selection](#)

[CRN Selection](#)

[Faculty Detail Schedule](#)

View your faculty schedule and view your course evaluation results (Spring 2009 going forward)

[Final Exam Schedule](#)

View your own personalized final exam schedule for a selected term

[Faculty Schedule](#)

[Detail Class List](#)

[Summary Class List](#)

[Attendance Tracking](#)

[Detail Wait List](#)

[Summary Wait List](#)

[Grade Entry](#)

[Student Accolade System](#)

[Academic Alert System](#)

Enter and view Academic Alerts for a specific term for a specific student.

[Registration Overrides](#)

[Course Listings](#)

Look up course listings by term, subject, instructor, and other options.

[Faculty and Advisor Security Information](#)

[Faculty Evaluations](#)

Faculty evaluation results for terms prior to and including Spring, 2009. All terms going forward will use the results from the online instructor evaluation site.

[SurveyDIG Online Evaluation Results \(For Deans and Chairs Only\)](#)

Login to SurveyDig as a Dean or Chair to view summary results for your area. Login with your Novell (or my.millikin.edu) username and password.

[Student Common Schedule](#)

Report to display the common schedules between multiple students who meet a certain criteria. Can be used for scheduling courses, events, etc.

RELEASE: 8.9.1

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Under the Faculty Service Tab is Advisee Profile.

Advisee List (Student Profile)

Faculty & Advisors Self-Service

[Advisee Profile](#)

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Under the Faculty Service Tab is Advisor Menu.

Advisee List (Student Profile)



[Personal Information](#) [Alumni and Friends](#) [Student](#) [Faculty Services](#) [Employee](#) [Finance](#) [Proxy Access](#)

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Faculty & Advisors Menu

- [View Advisee List](#) 
View Information about your advisees including transcripts and math placement scores.
- [Advisee Registration Groups](#)
Enter/View Registration Groups for Advisee
- [Term Selection](#)
- [ID Selection](#)
- [Student Academic Transcript](#)
- [Faculty & Advisor Security Information](#)
- [Degree Evaluation](#)

Under the Faculty Service Tab is Advisor Menu.

Advisee List (Student Profile)

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Advising • Advisee Search

Advisee Search

Change term, search for a student, or view your advisee listing

Term
Fall 2020

View advisee listing, or search by

Student ID
 Student Email
 Student Name

Student ID

[View Profile](#) [View My Advisee Listing](#)

Getting Started

Advisee Search

Use the Advisee Search page to select the term for which you would like to search for a specific advisee to view their student profile information. You may also click View My Advisee Listing to see all advisees assigned to you in the selected term.

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Select the term you are assigned to the Advisee.

Select the Search method to look up a single advisee.

Enter Student ID, Student Email, or Student Name based on search method, select student and View Profile.

Advisee List (Student Profile – ID Search)

Advisee Search

Change term, search for a student, or view your advisee listing

Term
Spring 2021

View advisee listing, or search by

Student ID
 Student Email
 Student Name

Student ID
00814891

 CONFIDENTIAL Wickline, Maybel

[View Profile](#) [View My Advisee Listing](#)

Getting Started

Advisee Search

Use the Advisee Search page to select the term for which you would like to search for a specific advisee to view their student profile information. You may also click [View My Advisee Listing](#) to see all advisees assigned to you in the selected term.

Select the term you are assigned to the Advisee.

Select the Student ID Search method to look up a single advisee. ** Note to look up new non-registered student ID must be used.

Enter Student ID press enter for student to display then View Profile.

Advisee List (Student Profile – Name Search)

The screenshot shows the ellucian Advisee Search interface. At the top left, the ellucian logo is visible. The main header is 'Advisee Search'. Below this, there is a section titled 'Change term, search for a student, or view your advisee listing'. A dropdown menu for 'Term' is set to 'Fall 2020'. Underneath, there are radio buttons for 'View advisee listing, or search by': 'Student ID', 'Student Email', and 'Student Name' (which is selected). A search input field labeled 'Student Name' contains the text 'wickline,'. A dropdown menu is open below the search field, showing two results: 'Wickline, Maybel' (ID: 00814891, Email: jwickline@millikin.edu) and 'Wickline, Winston' (ID: 00889027, Email:). A pink arrow points to the first result. A light blue callout box next to the search field contains the text: 'To search for a student enter their name: Last, First Middle e.g. Smith, John Martin'. At the bottom of the dropdown menu, there is a link: 'My student isn't listed Select this to search all terms'. On the right side of the interface, there is a 'Getting Started' tab and an 'Advisee Search' section with instructions: 'Use the Advisee Search page to select the term for which you would like to search for a specific advisee to view their student profile information. You may also click View My Advisee Listing to see all advisees assigned to you in the selected term.'

Example of a Student Name search with last name entered.
Registered students that are assigned to the advisor will be suggested.
Select the name and View Profile.

Advisee List (Student Profile)

ellucian Settings User Jason Brandon Wickline

Advising > Advisee Search > Student Profile

Student Profile - Maybel Wickline (00814891)

Term: Fall 2020 Standing: Good Standing, as of Spring 2020 Overall Hours: 70 Overall GPA: 0.000 Registration Notices: 4 Holds: 0



Maybel Wickline

Student Information

Notes: 2

Bio Information

Email: jwickline@millikin.edu
Phone: Not Provided
Gender: Female
Date of Birth: 10/16
Ethnicity: Not Provided
Race: White
Citizen: Yes
Citizenship: Citizen
Emergency Contact: Blow, Joe
Emergency Phone: 217 2173626488

General Information

Level: Undergraduate
Class: Junior
Status: Active
Student Type: Continuing
Residency: In state Resident
Campus: Millikin Main Campus
First Term Attended: Spring 2019
Matriculated Term: Fall 2009
Last Term Attended: Spring 2020
Leave of Absence: Not Provided

Graduation Information

Graduation Applications: None

Advisors

Primary / Major Advisor, Current, Registrar's Office: [Jason Brandon Wickline](#)
Dean of Students: [Raphaella M Prange](#)
Department Observer: [Molly M Berry](#)
Department Observer: [Chelsea M Gilles](#)
Department Observer: [Alicia J Gullidge](#)
Department Observer: [Carrie S Pierson](#)
Department Observer: [Starla Jo Street](#)
Department Observer: [Dr Craig C White](#)
Major Advisor, Current: [Jessica Nicole Windell](#)
Proxy Observer: [Dr Randy M Brooks](#)
Proxy Observer: [Lori A Gilbert](#)
Proxy Observer: [Laura A Ledford](#)

CURRICULUM, HOURS & GPA

Primary	Secondary	Hours & GPA
Degree:		Bachelor of Science
Study Path:		Not Provided
Level:		Undergraduate
Program:		BS in Entrepreneurship
College:		Tabor School of Business
Major:		Entrepreneurship
Department:		Management and Entrepreneurship
Concentration:		Not Provided
Minor:		Music Minor
Concentration:		Not Provided
Admit Type:		Not Provided
Admit Term:		Fall 2015
Catalog Term:		Fall 2019

REGISTERED COURSES

Course Title	Details	CRN	Hours	Registration Status	Instructor
Edge Topics I	IN 112 A	11321	2	**Web Registered**	Carrie S Pierson
Edge Topics I	IN 112 04	11328	0	**Web Registered**	Richard P Podeschi II

Total Hours | Registered Hours: 2 | Billing Hours: 2 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 22

Student Profile is Displayed.

Advisee Search will return to the search screen without restarting.

Advisee List (Student Profile – View registered Advisees)

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Advisee Search

Change term, search for a student, or view your advisee listing

Term
Fall 2020

View advisee listing, or search by

Student ID
 Student Email
 Student Name

Student ID

[View My Advisee Listing](#)

Getting Started

Advisee Search

Use the Advisee Search page to select the term for which you would like to search for a specific advisee to view their student profile information. You may also click View My Advisee Listing to see all advisees assigned to you in the selected term.

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Select “View My Advisee Listing” to see all registered advisees .

Advisee List (Student Profile)

Advisee Listing

Fall 2020 Email All Filter

Name and ID	Program	Primary Major	Academic Standing	Student Status	Student Type	Advisor Holds	Primary Advisor	Advisor Type	Campus	Study Level	Admit Type	Acad
 Whiteside, Emanuel Lacha... View Profile	BS Health/Fitness/Recrea...	Health/Fitness/Recreat...	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Undergraduate	Standard	F:
 Wick, Joshua Raymond View Profile	BA in Music	Music	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Undergraduate	Standard	F:
 Wicklaine, Maybel 00814891 View Profile	BS in Entrepreneurship	Entrepreneurship	Good Standing	Active	Continuing			Registrar's Office	Millikin Main Cam...	Undergraduate		F:
 Wicklaine, Maybel 00814891 View Profile	BS in Entrepreneurship	Entrepreneurship	Academic Probation	Active	Continuing			Major Advisor, Current	Millikin Main Cam...	Undergraduate		F:
 Wilson, Bernard A View Profile	BA in Arts Technology	Arts Technology	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Undergraduate	Standard	F:
 Wimberly, Hailey Rose View Profile	BS in Psychology	Psychology	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Undergraduate	Reactivate	S
 Wright, Austin Drew View Profile	BS in Biology	Biology	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Undergraduate	Standard	F:
 Xie, Joe Yang Zong View Profile	BS in Accounting & Finance	Accounting	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Undergraduate	Standard	F:
 Zuk, Adam Michael View Profile	BS in Info Syst/Management	Information Systems	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Undergraduate	Standard	F:
 Zuk, Adam Michael View Profile	MBA IN Business Adminis...	Management	Academic Standing	Active	Student Type			Registrar's Office	Millikin Main Cam...	Graduate	Standard	S

Page 20 of 20 | 10 Per Page Records: 200

All advisees that are assigned are displayed. Departmental students as well as advisees. Student Educational Information including: Student ID, Academic Standing, Primary Advisor, etc are displayed. Maybel is on my advisee list twice because I am her major(primary) advisor and assign to her as Registrar.

Advisee List (Student Profile – Filter results)

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Advisee Listing

Fall 2020 Filter

Filter Records

Primary Advisor Is true

Cancel Clear All **Go**

Primary Major	Academic Standing	Student Status	Student Type	Advisor Holds	Primary Advisor	Advisor Type	Campus
Health/Fitness/Recreat...	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai
Music	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai
Entrepreneurship	Good Standing	Active	Continuing			Registrar's Office	Millikin Mai
Entrepreneurship	Good Standing	Active	Continuing	✓		Major Advisor, Current	Millikin Mai
Arts Technology	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai
Psychology	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai
Biology	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai
Accounting	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai
Information Systems	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai
Management	Academic Standing	Active	Student Type			Registrar's Office	Millikin Mai

Page 20 of 20 | 10 Per Page Records: 200

Getting Started

Advisee Listing

The Advisee List page contains overview information about all advisees that are assigned to you in the selected term.

To limit to advisees that are assigned to you as primary Advisee's use Filter Limit rows to "Primary Advisor", Click Go

Advisee List (Student Profile)

Advisee Listing

Fall 2020 Email All Filter

Filtered Results: 1 Primary Advisor x Remove Filter

Name and ID	Program	Primary Major	Academic Standing	Student Status	Student Type	Advisor Holds	Primary Advisor	Advisor Type	Campus
 Wicklins, Maybel 00814891 View Profile	BS in Entrepreneurship	Entrepreneurship	Good Standing	Active	Continuing		✓	Major Advisor, Current	Millikin Main C

Page 1 of 1 | 10 Per Page Records: 1

Getting Started

Advisee Listing

The Advisee List page contains overview information about all advisees that are assigned to you in the selected term.

Students where you are assigned as Primary Advisor will only show.

To return to the full list, click remove filter.

Advisee List (Student Profile)

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Advisee Listing

Fall 2020 Email All Filter

Filter Records

Advisor Type: -

Add Another Column

	Name and ID	Primary Major	Academic Standing	Student Status	Student Type	Advisor Holds	Primary Advisor	Advisor Type	Campus	Study Level	Admit Type	Ac
	Wicklins, Maybel 00814891 View Profile	hip	Entrepreneurship	Good Standing	Active	Continuing	<input checked="" type="checkbox"/>	Major Advisor, Current	Millikin Main Cam...	Undergraduate		Fa

Page 1 of 1 | 10 Per Page Records: 1

Filter for students who you are a Major advisor, but not primary.

To return to the full list, click remove filter.

Advisee List (Student Profile)

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Export Advisee Listing

Tools Alt+L

Fall 2020

Email All Filter

Filter Records

Advisor Type Equals Major Advisor, Current

Add Another Column

Cancel Clear All Go

Name and ID	Primary Major	Academic Standing	Student Status	Student Type	Advisor Holds	Primary Advisor	Advisor Type	Campus	Study Level	Admit Type
 Wickline, Maybel 00814891 View Profile	hip Entrepreneurship	Good Standing	Active	Continuing		✓	Major Advisor, Current	Millikin Main Cam...	Undergraduate	

Page 1 of 1 | 10 Per Page

Records: 1

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Select the gear icon to export the advisee list.

If results are filtered, only advisees meeting filter will be exported.