How Can Mapworks Help Me In My Meeting With My Student?

The **TALKING POINTS** section within a student’s page is a comprehensive and quick tool for understanding where your student may have indicated areas of uncertainty with regard to their college experience. There is a lot of information at your fingertips that we encourage you to explore.

However, if time is a factor, the below two steps should provide you with valuable information. Best of all, this should take you less than five minutes to complete!

1. Review the student’s **Profile Page**.
2. Review and/or print the student’s report.

**STEP 1: REVIEW THE STUDENT’S PROFILE PAGE**

A. Log into Mapworks. Your email address should be your login.
B. Search for your student by **NAME, EMAIL ADDRESS** or **Z-ID** in the search box and click enter on your keyboard.
C. You should be immediately directed to the **Talking Points** overview for this student. This section compiles some of the data from the student and organizes it...
into strengths and weaknesses so that you can quickly review before an appointment.

Additional information that can be easily found from the student profile includes:

- Survey Dashboard: This is a summary of survey responses organized into seven categories (1) Academic (2) Behaviors and Activities (3) Financial Means (4) Performance and Expectations (5) Socio-Emotional (6) Student Populations (7) Student Topics.
- Activity Stream: Summary of all logged faculty/staff activity
- Details: Listing of the faculty/staff linked with the students

**STEP 2: REVIEW AND/OR PRINT THE STUDENT’S REPORT**
A. To view the student’s report that they receive once they have completed their survey, make sure you are on the **SURVEY DASHBOARD** page of the student’s profile page.

B. Click on **DOWNLOAD STUDENT REPORT**, boxed in **GREEN** below.

C. The student report should populate in the bottom left of your screen if you are using Google Chrome.