# How to Use Starfish



### What is Starfish?

Starfish is a student success platform that provides online appointment scheduling and targeted support for students. It makes it easy to find your instructors, advisors, and other services that can support you while you're a student at Seattle Colleges.

#### How do I access Starfish?

- Access Starfish through the Schedule an Appointment button on the Advising page. northseattle.edu > Student Services > Advising
- You can also use this quick link northseattle.edu/starfish

## **1. Sign in**

Sign in using your MySeattleColleges username and password. It's the same you use to access campus WiFi!



Welcome to Seattle Colleges' Starfish portal.

Login: Use your MySeattleColleges credentials to logir This is the same login as your Office 365 account (and the same used for campus wifi). **Do not include the** @SeattleColleges in your login.

Sign In to	Starfish	
Username Password	star.fish	
Login Forg	ot password	

Never Mind

### 2. Update

Make sure to check your profile so you can get emails and messages from your advisors and instructors through Starfish.

≡ Starfish		<b>lf you use</b>	<b>a different first name,</b> (	<b>update it in</b>				
-6	FERPA standards protect student data. ctcLink so it will display in Starfish.							
	Contact Information	Add an alternate email address if you don't regular						
	Institution Email Alternate Email	Star.Fish@seattlecolleges.edu check_your Seattle_Colleges_email_address.						
Upload Photo	Email Preference	All notifications will be sent to your institution     Allso send notifications to my alterna	ate email address Check this box to mak	e sure you receive notifications on				
	Phone	2069347938	hoth email addresses!					
	Cell Phone		both eman addresses.					
	Video Phone							
	Time zone	(GMT-08:00) Pacific Time		• • • • • • • • • • • • • • • • • • •				
		Display all time zones						
	Weekly Updates  Send me a weekly status update about My Success Network							
	Reminder Preferences			Submit to save				
	Email me 15	<ul> <li>minutes before the s</li> </ul>	tart of an appointment	your changes.				
	Email me at 9:00 am	the day of	an appointment					
				$\sim$				

#### **3. Navigate**

Use the menu icon in the top left to navigate to the other sections of your Starfish account.

#### 4. Schedule

View and make appointments with your advisor, instructors, and other campus services in *My Success Network*.

You can schedule an appointment by selecting the drop-down arrow. Choose a reason for your appointment, and include any details that may be relevant for your advisor to know beforehand.

≡ My Success Network			
Search services of people			٩
How can we help?			
Your Connections			
Alexandra Milan Retention Specialist, Seattle Promise		Kendy Trinh Seattle Promise Retention Specialist- South General	
Your Services			





CANCEL

Kendy Trinh Seattle Promise Retention Specialist- South General Advisor-Campus, General Advisor-District | PCP: He/Him/His

This Week's Walk-In Hours Kendy's Walk In Hours: Thursday 1:00 - 3:00 PM Kendy's Walk-In Hours: Tuesday 9:00 - 12:00 PM Kendy's Walk-In Hours: Tuesday 1:00 - 3:00 PM

#### What do you need help with?

Seattle Promise Advising



#### **5. Explore**

See messages, plans, upcoming appointments, and your dashboard, which shows all your recent activity, To-Dos, Kudos, Referrals, and other notifications.

