



Summer II 2024 Semester Timeline - Traditional

July 10 – August 9, 2024

This Timeline is for: STC Faculty & Dual Faculty Teaching Dual Credit "S" Section Courses.

Table with 4 columns: Activity, Dates, Role, Description. It lists five activities: 1. Activate - Student emails and update Starfish Profiles (Student, Jul. 10 - Jul. 16); 2. Create/update - Faculty update Starfish profiles and office hours, including location. (Faculty, Jul. 10 - Jul. 16); 3. Verify - First-Week Attendance Verification (Faculty, Jul. 10 - Jul. 11, \*Opens at 8 am July 10 and closes at 3pm July 11); 4. Clear Flags - Attendance Verification (Faculty, Jul. 15 - Jul. 21); 5. Progress Survey - Submit Survey (Week 3) (Faculty, Jul. 22 - Jul. 25).

\*NOTE: Starfish will be available to faculty throughout the semester.

Activity 1: During the first week: Faculty will encourage students to participate in the Starfish Assignment.

Student instructions will be provided for the following: how to activate their Jgmail, update their Starfish profiles, and use the "raise your hand" icon in the Starfish portal.

Activity 2: During the first week: Faculty will create and/or update their Starfish profile, which includes their profile picture, office hours, campus location, and office number.

Activity 3: During week 1 of the semester: Faculty will verify the First-Week Attendance (First-Week Attendance Verification Survey) using Starfish.

Activity 4: During week 2 of the semester: Faculty will revisit the attendance roster verification flags to clear flags for any students who are now attending class and clear any "Raised Hand" flags.

Activity 5: During week 3 of the semester: The Progress Survey will be launched. Faculty will be prompted to raise flags for students who are "in danger of failing" or who have "attendance issues".

\*Please refer to the Starfish Webpage for instructions, under the Academic Affairs webpage.

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NOTE: Dual Credit courses please see Timeline for Dual Credit ("S" Sections).