



Summer II 2024 Semester Timeline – Dual Credit

July 10 – August 9, 2024

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

Activity	Dates	Role	Description
1	Jul. 10 - Jul. 16	Student	Activate - Student emails and update Starfish Profiles
2	Jul. 10 - Jul. 16	Faculty	Create/update - Faculty update Starfish profiles and office hours, including location.
3	Jul. 10 – Jul. 11 *Opens at 8 am July 10 and closes at 3pm July 11	Faculty	Verify - First- Week Attendance Verification
4	Jul. 15 – Jul. 21	Faculty	Clear Flags - Attendance Verification
5	<b>Jul. 22 – Jul. 25</b>	Faculty	Progress Survey - Submit Survey (Week 3)

\*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 (STC Dual Credit Programs 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 Dual Credit 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](#).

Questions: starfish@southtexascollege.edu

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