

# How to Complete Progress Surveys in HuskySuccess

The screenshot shows the HuskySuccess interface. At the top left, there is a blue header with the HuskySuccess logo. Below the header, a notification link is highlighted with a red box: "Outstanding Progress Surveys: HOME SCHOOL COM RELS (EDL-507-99): Week Three Progress Survey - Winter 2019-2020, more...". A red arrow points from a text box at the bottom to this link. The text box contains the following text: "You will receive an email with a link directly to HuskySuccess alerting you to new progress surveys. A link to your outstanding progress surveys will be located near the top of your HuskySuccess home page once you log in." To the right of the notification, there is a light blue box with text about Starfish scheduling. Further right, there is a "Office Hours Setup Wizard" section with various input fields and checkboxes for setting up office hours.

**HuskySuccess**

Outstanding Progress Surveys: [HOME SCHOOL COM RELS \(EDL-507-99\): Week Three Progress Survey - Winter 2019-2020, more...](#)

Starfish provides a simple and efficient way for people on campus to schedule time with one another; whether that time is face-to-face, over the phone, or even online. All you have to do to get up and running in Starfish is complete the information on the right, which lets people know when you will be available during the term. Then others on campus will be able to schedule appointments with you electronically. It's that easy!

Once you've signed up, you can elect to receive email notifications informing you about your upcoming meetings. Each notice will include the reason for the visit, the person's picture if available, and a link to their profile.

**Office Hours Setup Wizard**  
If your office hours don't repeat weekly, [click here](#).

Go ahead and get started by adding one time block for now! You can always add more later.

**1. What day(s) do you have office hours?**

M  T  W  T  F  S  S

**2. What time are your office hours?**

to

**3. Where are they?**

Type

Details

Instructions

Show me this Office Hours Setup Page again next time I login if I don't have any Office Hours

[Close](#) [Set up Office Hours](#)

You will receive an email with a link directly to HuskySuccess alerting you to new progress surveys. A link to your outstanding progress surveys will be located near the top of your HuskySuccess home page once you log in.



🗨 Outstanding Progress Surveys: [HOME SCHOOL COM RELS \(EDL-507-99\)](#); [Week Three Progress Survey - Winter 2019-2020](#), [more...](#)

Starfish provides a simple and efficient way for people on campus to schedule time with one another; whether that time is face-to-face, over the phone, or even online. All you have to do to get up and running in Starfish is complete the information on the right, which lets people know when you will be available during the term. Then others on campus will be able to schedule appointments with you electronically. It's that easy!

Once you've signed up, you can elect to receive email notifications informing you about your upcoming meetings. Each notice will include the reason for the visit, the person's picture if available, and a link to their profile.

You can also access your progress surveys by clicking on the "Students" drop-down arrow from the hamburger menu. Click on the "Progress Surveys" tab.

CHOOSE SURVEY  
HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

**HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020**

DUE January 09, 2020 at 2:00 PM

Please complete this survey for each student so that recommendations can be made and steps can be taken to get at-risk students back on track or guidance can be provided on withdrawal options or to highlight financial aid implications. Please note that students will receive an email for each flag or kudo checked which will include any comments you provide. A student's advisor and/or student success specialist will also receive notification of each flag raised within the progress survey.

Search | i

Name	Attendance Concern	Missing/Late Assignments	Keep Up the Good Work	Low Quiz/Test Scores	Not Prepared for Class
Smith, Stephen *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Snell, Stacy *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
St. Clair, Jennifer *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stafford, James *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Starkey, Mark *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steel, Gayle *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Showing 6 students

RESET

SUBMIT

If you have more than one survey to complete, you will see a drop-down menu with a list of all of your available surveys.

CHOOSE SURVEY

HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

DUE January 09, 2020 at 2:00 PM

Please complete this survey for each student so that recommendations can be made and steps can be taken to get at-risk students back on track or guidance can be provided on withdrawal options or to highlight financial aid implications. Please note that students will receive an email for each flag or kudo checked which will include any comments you provide. A student's advisor and/or student success specialist will also receive notification of each flag raised within the progress survey.

Search

Name	Attendance Concern	Missing/Late Assignments	Keep Up the Good Work	Low Quiz/Test Scores	Not Prepared for Class
Smith, Stephen *****	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Snell, Stacy *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
St. Clair, Jennifer *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stafford, James *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Starkey, Mark *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steel, Gayle *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Showing 6 students

RESET

Once you click a box, a plus-sign icon will appear at the end of a student's row. Click this icon to open a comment box.

SUBMIT

CHOOSE SURVEY

HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

SAVED January 09, 2020 at 12:04 PM

DUE January 09, 2020 at 2:00 PM

Please complete this survey for each student so that recommendations can be made and steps can be taken to get at-risk students back on track or guidance can be provided on withdrawal options or to highlight financial aid implications. Please note that students will receive an email for each flag or kudo checked which will include any comments you provide. A student's advisor and/or student success specialist will also receive notification of each flag raised within the progress survey.

Search | i

Name	Attendance Concern	Missing/Late Assignments	Keep Up the Good Work	Low Quiz/Test Scores	Not Prepared for Class
Smith, Stephen *****	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attendance Concern Comment is optional					
Snell, Stacy *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
St. Clair, Jennifer *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stafford, James *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Starkey, Mark *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steel, Gayle *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Showing 6 students

RESET

SUBMIT

The whole survey can be reset to the original settings here. You will be asked to confirm that you do want to reset the survey before the action is taken.

A comment may be optional...  
Click the minus-sign icon to collapse the comment box.  
All comments will be included in an email to the student.

CHOOSE SURVEY

HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

SAVED January 09, 2020 at 12:05 PM

DUE January 09, 2020 at 2:00 PM

Please complete this survey for each student so that recommendations can be made and steps can be taken to get at-risk students back on track or guidance can be provided on withdrawal options or to highlight financial aid implications. Please note that students will receive an email for each flag or kudo checked which will include any comments you provide. A student's advisor and/or student success specialist will also receive notification of each flag raised within the progress survey.

Search | i

Name	Attendance Concern	Missing/Late Assignments	Keep Up the Good Work	Low Quiz/Test Scores	Not Prepared for Class
Smith, Stephen *****	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Snell, Stacy *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not Prepared for Class <input type="text" value="Comment required"/>					
St. Clair, Jennifer *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stafford, James *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Starkey, Mark *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steel, Gayle *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Showing 6 students

RESET

SUBMIT

Or a comment may be required to enable the SUBMIT button.

Important note: Complete the survey for *all* students before clicking SUBMIT. Once a survey is submitted, you will not be able to re-access that survey again. However, you may raise flags for individual students at any time through HuskySuccess. Your progress on a survey is automatically saved so that you may return to it at another time before submitting it.



Thank you!

You have successfully submitted HOME SCHOOL COM RELS  
(EDL-507-99); Progress Survey - Winter 2019-2020.

NEXT SURVEY

If you have more than one survey available, HuskySuccess will prompt you to begin the next survey.

CHOOSE SURVEY

ARTS/PLAY DEV CHILD (PROFSTUD-347-99): Progress Survey - Winter 2019-2020

HOME SCHOOL COM RELS (EDL-507-99): Progress Survey - Winter 2019-2020

ARTS/PLAY DEV CHILD (PROFSTUD-347-99): Progress Survey - Winter 2019-2020

CHILD FAM & COMM ENG (PROFSTUD-414-99): Progress Survey - Winter 2019-2020

on withdrawal options or to highlight financial aid implications. Please note that students will receive an email sent within the progress survey.

Search | i

Name	Attendance Concern	Missing/Late Assignments	Keep Up the Good Work	Low Quiz/Test Scores	Not Prepared for Class
Hill, Kevin *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson, Miles *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jones, Julia *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Morris, Amelia *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taylor, Kashaun *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas, Jude *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas, Carter *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Torres, James *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walker, Michelle *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams, Nathan *****	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RESET

SUBMIT

You can then use the drop-down menu to select the next survey you would like to work on.

Important note: Even if you do *not* have any progress to report for the students in your course and have no boxes checked, please click the "SUBMIT" button anyway so we know you have reviewed the survey.





Thank you!

You have successfully submitted CHILD FAM & COMM ENG  
(PROFSTUD-414-99): Progress Survey - Winter 2019-2020.

You have no more surveys to complete.

OKAY

You will be notified when all of  
your surveys are complete.



You have no surveys to complete at this time

Thank you for your participation! We appreciate your dedication to student success at BU!