How to use Course Signals for Advisors

Course Signals: Essentials

Course Signals detects early warning signs and provides interventions to students who may not be performing to the best of their abilities before they reach a critical point. The role advisors play in this intervention can be a vital factor in determining a student’s success.

Logging into Course Signals

✓ Go to http://www.itap.purdue.edu/learning/tools/signals/

✓ Click on “Course Signals Login” located at the top of the page.

✓ Enter your career account information

Finding your Advisees

✓ You may see multiple tabs on the page depending on the roles you hold at the institution. If you have more than one tab, click on “Advisee Status.”
Select the **current** term from the box in the upper left hand corner.

Advisees’ names will appear **as long as they are enrolled in a course using Course Signals AND a signal has been run.** You will see a count of their most recent signals to the right.

The number appearing next to each signal color indicates the count of signals each student has.
Filtering your results

✓ Students’ signals can be filtered so you are able to view specific groups of students according to the signal color(s) they received. The filter options are below:

Most Recent Reds
Most Recent Yellows
Most Recent Greens
Most Recent Red or Yellow in at least 1 class
Improved in at least 1 class
Worsened in at least 1 class
Two consecutive Red in at least 1 class
Two consecutive Yellow in at least 1 class
Red in 2 or more classes
Two consecutive red in more than one class
Getting worse in 2 or more classes
Red in all classes
Red or yellow in all classes

✓ You can also search for a specific student by entering that student’s last name in the box on the right hand side of the page.

<table>
<thead>
<tr>
<th>Courses</th>
<th>7/19 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer-2013-HDFS-30100-002</td>
<td>✔</td>
</tr>
</tbody>
</table>

✓ When you click on a student’s name, more detail will appear in the box in the lower right hand corner of the screen. The courses will be listed where a signal has been run, the date the signals were sent, and the signal they received in each course.

Summary View

The summary page shows the students signal history. By clicking on Summary then the signal icon under courses, details about that signal will appear in the Summary.
In the lower left corner you will find the summary, which shares the following after clicking on it:

- **Effort Date Range**: The time span effort was included in the signal. Effort is measured by the extent to which a student is interacting with the course in Blackboard Learn.

- **Risk Group Summary**: Gives a count of red, yellow, and green signals calculated for the entire class and the associated percent of students earning each.

- **Grade Cutoffs**: The grading scale used to calculate the signal set by the instructor.

- **Gradebook Columns Included**: The columns included in the signal from Blackboard, set by the instructor. Points indicate the maximum number of points possible for a given column.

Hovering your mouse icon over a signal will show you if it is a high or a low signal. The high and low range is determined by effort, which is calculated by comparing the student’s effort (interaction with Blackboard) with their classmates’.

**What does this tell you?**

From this information, advisors can see if assignments were turned in, the maximum possible points per assignment included in the signal from the grade book column, and how their performance compared with the rest of the class.
**Color does not equal grade.** Color does tell you if the instructor believes the student might be at risk according to the grading scale they entered. It also tells you if the students’ risk factors indicate they are more at risk of not being successful compared to their peers.

**Emailing Advisees**

Advisors are able to email advisees within Course Signals.

- Clicking on a student’s name from the list will insert it into the email field. After the email is sent, you will see confirmation as shown below. You will also receive a copy in your inbox.
Emailing multiple students can be done by pressing Ctrl and clicking on the students to whom you would like to send the same message. You will NOT be copied on these messages, so you will need to document the text you send if you want a record of the email. Individual students will not see other students listed as recipients in group emails sent from the Course Signals interface.

For advice and additional tips in using Course Signals, refer to our web page.

http://www.itap.purdue.edu/learning/tools/signals