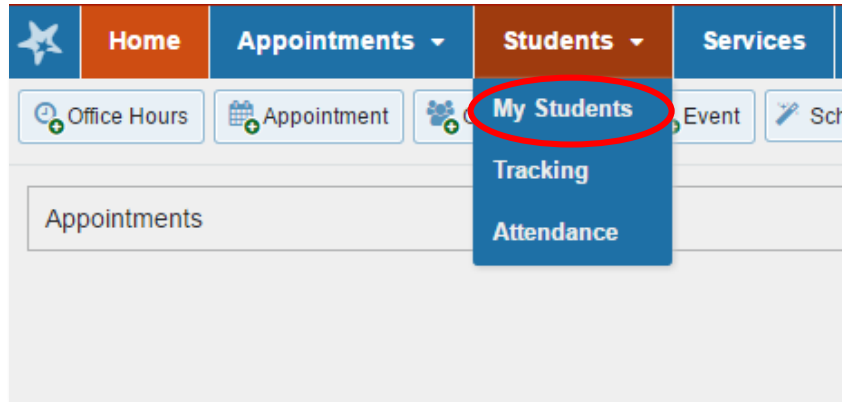


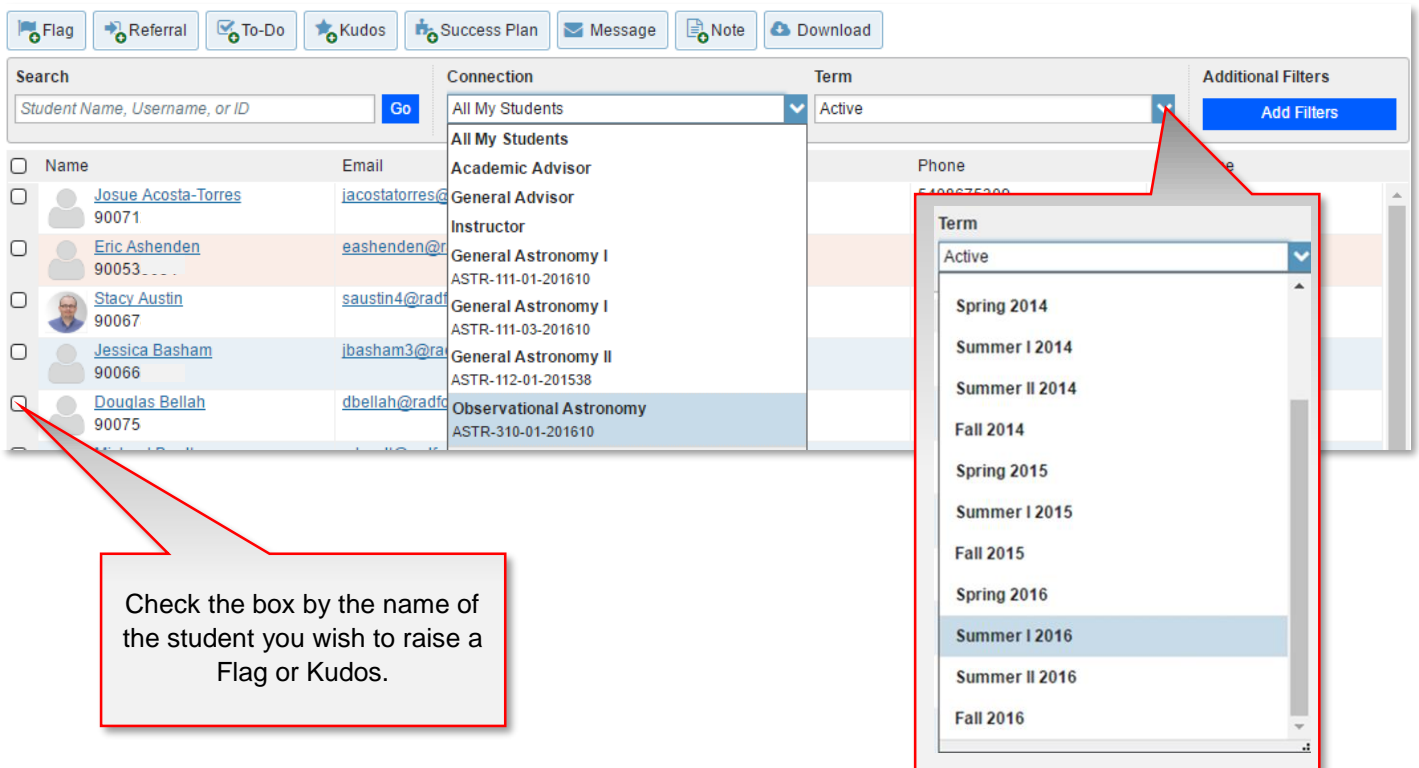
## Raising Flag & Kudos in Starfish (instructors)

**Flags** and **Kudos** are tracking items for students that can be very helpful if there are ever concerns or appreciation with a student's performance.

1. From your home page select **My Students** the **Students** dropdown. This shows all students that you are connected with in Starfish.



2. You can filter the search to narrow your results to a specific group of students.

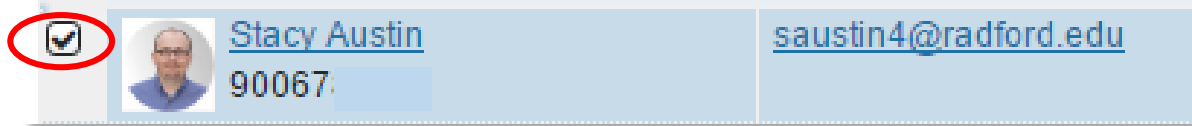


Check the box by the name of the student you wish to raise a Flag or Kudos.

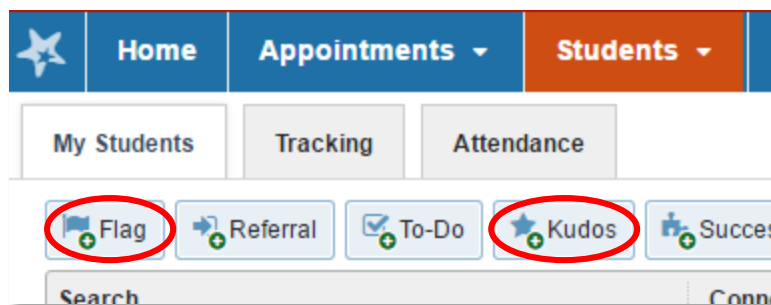
Questions? Please contact [advising@radford.edu](mailto:advising@radford.edu)

## Raising Flag & Kudos in Starfish (instructors)

3. **Check** the **box** by the students name of whome you wish to raise a Flag or Kudos.



4. Simply click **Flag** or **Kudos**.



5. This can also be accessed inside the students profile after clicking on the **name** of the student.



Questions? Please contact [advising@radford.edu](mailto:advising@radford.edu)

## Raising Flag & Kudos in Starfish (instructors)

6. Configure your raised item.

- a. For **Flags**, enter flag type, **Course Context** and **Comments** if preferred (certain flag types will require additional comments) and click **Save**.

**Raise Flag for Austin, Stacy** [Never Mind] [Save]

\* Flag

Course Context: Select a Course...

Comment: Add comments indicating why the Flag item is being created

No Course  
General Astronomy II (ASTR-112-01-201538)

Permissions: A tracking item must be selected to determine the sharing permissions

\* Required fields [Never Mind] [Save]

- Attendance Concern**  
Raise this when a student isn't attending class regularly.
- In Danger of Failing**  
Raise this when a student is in danger of failing a course.
- Missing/Late Assignments**  
Raise this flag when a student is missing or late with assignments.
- No Show**  
Use this flag to indicate that a student has never attended your class.
- Social Concern**  
Raise this flag when students appear to be not engaged, appear homesick, or have difficulty fitting in. This flag will be raised to Student Affairs for follow-up.  
*\* Disclosable under FERPA*
- Wellness Concern**  
Raise this flag when students fail to respond to multiple emails.

- b. Similarly, for **Kudos**, select the **Kudos** type, choose the **Course Context**, provide additional **Comments** if preferred and click **Save**.

**Create Kudos for Austin, Stacy** [Never Mind] [Save]

\* Kudos

Course Context

Comment

Keep Up the Good Work

- Keep Up the Good Work**  
Raise this kudo for students who are performing well.  
*\* Disclosable under FERPA*
- Outstanding Academic Performance**  
Raise this kudo when a student has outstanding academic performance.  
*\* Disclosable under FERPA*
- Showing Improvement**  
Raise this kudo when a student has shown improvement.  
*\* Disclosable under FERPA*

Student View: The student can view this item and the notes entered above.

Permissions: People with the following roles may be able to see this tracking item if they have a relationship with the student(s):

\* Required fields [Never Mind] [Save]

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