
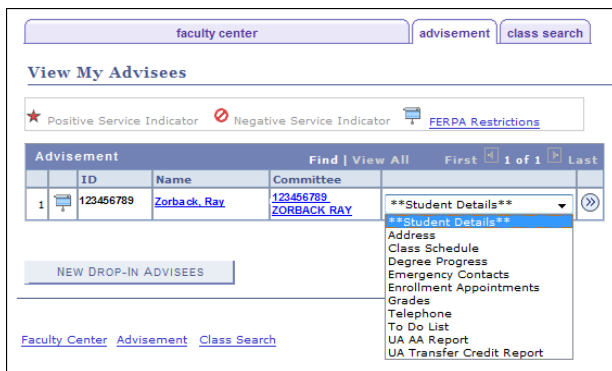


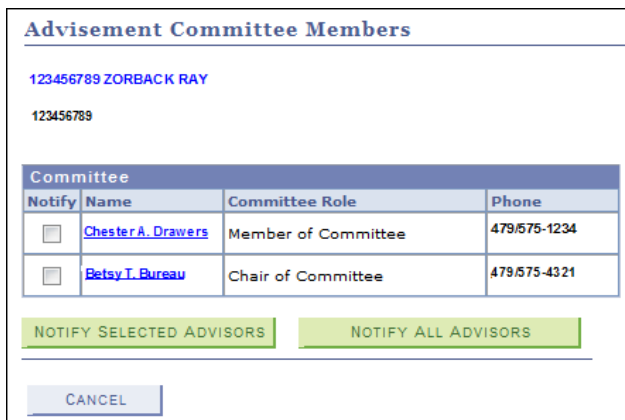
Advisement

Faculty users can view a list of all of their advisees from this page in Faculty Center. From this page, you can view specific details about the student, such as address information, the student's class schedule, and student grades.

1. Log in to ISIS and open the **Faculty Center**
2. Click the [Advisement](#) tab.
3. Click the student's name to open your default e-mail program and send an email to the student.
4. Select the detail you wish to view from the ****Student Details**** drop-down menu.
5. Click  to retrieve the information.



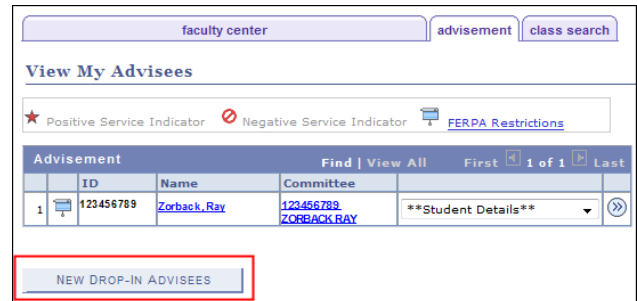
6. Click the **Committee** link to view the members of the student's committee.



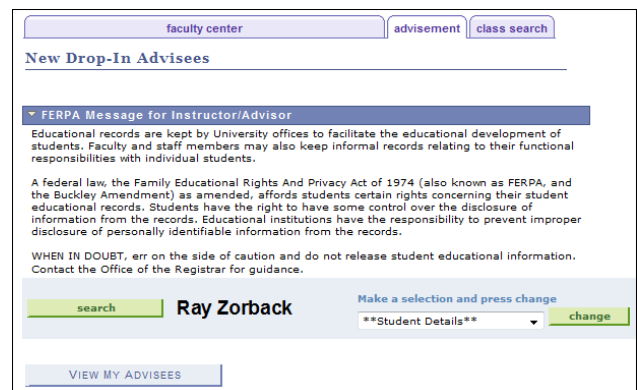
New/Drop-In Advisees

Use this page to retrieve information about students who may not appear on your *View Advisee Information* page.

1. Click [NEW DROP-IN ADVISEES](#).



2. Click [SEARCH](#) to look up the student you wish to advise.
3. Input the information into the appropriate search fields.
4. Click the link for the desired student in the Search Results.
5. The student's name and any service indicators are now displayed on the *New Drop-In Advisees* page.



6. Select the information you wish to view from the **Student Details** drop-down list.
7. Click [change](#) to retrieve the desired information.