Student Walkthrough Scheduling and Advising Appointment

From **Academica**, select "Advising Appointment – Stars" in the **Student Resources** menu. You will need to perform the **two-factor authentication** to navigate to the Stars 2.0 platform. See <u>wayne.edu/stars</u> for links to set up this step.

Once you are in the **Stars 2.0** platform, select the student option to schedule an appointment.



Once you are in the platform, notice your **Pending** and **History** tabs, possible appointment campaign notices and the **Schedule New Appointment** button.

Home	
	Hi You have 2 invitations to meet with an advisor. View Invitations View Invitations Click to view appointment campaign invitations
Pending History Click tabs to view upcoming (pending) and past (history) appointments	You have no pending appointment Click hor schedule an appointment

Click the Schedule New Appointment button. Under the **Advising** service, review and select the appointment you need.



Once you select the department, choose your subject.



Appointment

Select type of service, department or activity and subject of appointment.

Service

Advising

Department

Appointment with My Assigned Advisor (Antoinette Cunningham)

Subject

Select a subject...

- Select a subject...
- Graduation Audit New Student/Initial Appt Other Advising Needs SAP Appeal Probation/Reinstatement Scheduling/Academic Plan Prospective Student

ST☆RS	
STUDENT	
Appointment	
Select type of service, department or activity a	nd subject of appointment.
Service	
Advising	See additional services under
	Supplemental Advising
Department	
Supplemental Advising	7
Subject	
Select a subject	
Select a subject	
Business Study Abroad	
CFPCA Success Coach	
College of Education Success Coach	
Engineering - Career Advising	
Foreign Language Verification	
Law School Minors	
Math Placement and Overrides	
Pre-Law Bublic Userbb ACDADE	
Public Health Brastigum	
WarriorCS	
Warrior/JP (Advisor/Staff)	
Wayne Advantage-Macomb	
Wayne Med-Direct	

Next choose location and then select the date and time that works best for you. NOTE: Please take care not to schedule during class time or other commitments.

ST☆RS	
STUDENT	
Appointment	
Select type of service, department or activit	y and subject of appointment.
Service	
Advising	
Department	
Appointment with My Assigned Advisor (Antoinette Cunningham)
Subject	
Graduation Audit	
Location *	
Remote Appointment	
* Currently, all appointments are conducted remote	ely. Details will be included in your confirmation ema
Date & Time	number of
Monday, June 28, 2021 (2)	that date
<u>Tuesday, June 29, 2021 (5)</u>	
10:00am - 10:30am	choose your appt
10:30am - 11:00am	time
11:30am - 12:00pm	
Thursday, July 1, 2021 (4)	
Friday, July 2, 2021 (2)	

STARS		
STUDENT		
Appointment		
Select type of service, department or activity and subject of appointment.		
Service		
Advising		
Department		
Appointment with My Assigned Advisor (Antoinette Cunningham)		
Subject		
Graduation Audit		
Location *		
Remote Appointment		
* Currently, all appointments are conducted remotely. Details will be included in your confirmation email.		
Date & Time Note advisor		
Tuesday June 29, 2021 at 10:00am - 10:30am instructions		
Advisor (1)		
Antoinette Cunningham		
Special Instructions from Advisor (Antoinette Cunningham):		
Appointments will take place virtually thorough Microsoft Office Teams. You can find Teams i		
You will need access to a laptop or smartphone to use the Microsoft Office Team app. If you		
Provide requested		
information and other		
comments here		

Click Save.

You will receive an email confirmation along with reminders the day before and day of your appointment. Please review emails for appointment details, meeting URLs (for virtual appointments) and steps to cancel.

It is also possible to cancel appointments on the home page by clicking the red **Cancel Appointment** button.