INTRODUCING blueView

Summer Orientation 2008
Margie M. Davidson
Director of Student Records & Academic Information
What is blueView?

BlueView is Drake’s secure portal.
Currently being used by faculty, staff, employees, students, admissions, orientation and alumni.
Introducing Parent Access to blueView

Parents will have their own secure access to the portal using a Drake ID.
Mission/ philosophy

- Drake University recognizes the importance of and encourages the student-parent relationship throughout the college experience.
Mission/ philosophy

- It is Drake's philosophy to empower students to take responsibility for their academic success, personal development, and professional accomplishments.
Mission/philosophy

- Open communication between parents and their students is critical.
Mission/ philosophy

- Therefore, it is our goal to inform both parents and students of Drake's policies and procedures and help parents direct their students to appropriate resources to address their own concerns.
PARENT TAB

- PARENT TAB on blueView was developed by a collaborative team including admissions, alumni, student life, M&C, IT, Student Records for two purposes:
WHY A PARENT TAB?

1. Provide information to assist parents in their transition from parents of high school students with unlimited access to teachers and school information to parents of young adults at college.
WHY A PARENT TAB?

2. Provide parents access to student grades/bill if student gives that access.
Provide information to parents

- Beginning in mid-July, we will provide a weekly article on a topic corresponding to something occurring in your student’s life at Drake.
Similar information will be provided weekly on the Student Records channel of the Student Services tab so parents and students will have the same material to discuss.
Provide information to parents

- Articles will be archived directly on the site for future reference.

- Administration will use blueView to notify parents of safety/emergency situations on campus.
WILL I BE ABLE TO SEE MY STUDENT’S GRADES?

YES

There are two ways to gain access:

1) Your student may give you electronic access to view her/his midterm and final grades, unofficial transcript, hold(s) on his/her account, or billing and account information.
2) You may submit proof that the student is a dependent for tax purposes. Proof is considered to be a copy of the most recent year’s federal tax form showing that the parent claims the student as a dependent.
This form should be submitted to Margie Davidson, Director of Student Records. Access will then be created for the parent, and the student will be notified that access has been given. A new request will need to be submitted annually to maintain access.
Electronic access is available for these items:

- mid-term and final grades
- holds
- unofficial transcript
- bill
- account summary
- credit card payment for deposits and bill
- 1098T form
- Residence hall damage charge
Student may give different access to each parent and may select which, if any, items of access will be granted.
Let’s take a look at blueView for parents.

- What tabs does a parent have?
Drake pharmacy grad receives Karbeling Leadership Award
Kayla Hatt of Ankeny was selected for the award, established in memory of Polk City pharmacist Jerry Karbeling, based on her leadership and contributions to Drake and the pharmacy profession.

Drake students finish second in advertising competition
Thirty-four advertising seniors recently placed

Upcoming Events

Wednesday, Jun. 4
Drake Neighborhood Farmers' Market kicks off 12th season
The Drake Neighborhood Farmers' Market will celebrate the opening of its 12th season with special activities starting at 4 p.m. on Wednesday, June 4.

Thursday, Jun. 5
Drake expert on immigration law to discuss Immigration in Iowa
Welcome to blueView

This site provides access to a wide range of information and services, tailored to your particular needs, information and preferences. It is secured by a Drake login, which restricts access to members of the Drake community. So blueView can contain confidential information for specific members of the Drake community, while the website remains open to the public as Drake's face to the world.

When you log into the portal, it looks in the Banner database to determine your "role" (faculty, student, employee, etc.). Information and services relevant to each role is displayed on the tab (web page) for that role. The portal also knows who you are as an individual, and so provides your specific information when you click on an appropriate channel.

The Portal provides Single Sign-on for other Web-based applications. So far we have connected BlackBoard and Webmail, so that once you have signed on you can click directly into those applications without needing to log in again. Over time we will be increasing the number of applications which have single-sign-on through blueView.

Non-web based email client such as Eudora and Outlook cannot be accessed directly though the portal. For sending messages in the portal, you will need to use Webmail, which is very intuitive. Email messages from any client go to the same server, from whence they can be accessed by any client. So you can continue to use other email clients outside blueView, and still receive messages sent to you from within blueView.

- Quick-Start Guide (pdf)
- Drake Password Gateway
Drake Support Center

We provide service & support for information technology at Drake University and act as a central point of contact for problem resolution.

Submit a Ticket *
- Change Your Password
- BlueVIEW Self-Help Center
- Documentation
- Suggestion Box
- Customer Feedback

Support Center Hours
Monday through Thursday 8:00am - 6:00pm
Friday 8:00am - 4:30pm
Saturday and Sunday we are closed.
Summer Hours: Mon-Fri 8:00am - 4:30pm

Contact Information
Call us: 515-271-3001 or 800-443-7253
E-mail us: SupportCenter@Drake.edu
Visit us: Lower level of Carnegie Hall
Fax us (w/ cover sheet): 515-271-2049

Submit a Ticket - You may submit a question or request assistance with a computer-related problem by submitting a trouble ticket through the blueVIEW self-help center.

Featured Tips

Drake University featured tips is made up of several solutions, each solution has been designed and tested by support professionals with your needs in mind. This channel is being constantly updated and expanded.

DRAKE WIRELESS CONNECTIVITY UPDATE ==> Click Here for Setting Changes

<table>
<thead>
<tr>
<th>Blackboard</th>
<th>Microsoft Office</th>
<th>Sophos</th>
</tr>
</thead>
<tbody>
<tr>
<td>BlueVIEW</td>
<td>Microsoft Windows</td>
<td>Wireless Networking</td>
</tr>
<tr>
<td>Dusis</td>
<td>MyDusis</td>
<td>...</td>
</tr>
<tr>
<td>E-mail</td>
<td>Network Registration</td>
<td>...</td>
</tr>
</tbody>
</table>

Faculty & Staff ==> Known Issues

Featured Tips Suggestions
If you have any suggestions for featured tips that you would like to see added to this page let us know.

Last modified 05/16/2008

blueVIEW FAQ

Top 10 Support Questions

Channel maintained by OIT & Web Com

Internet
Notes from Old Main

Welcome to Drake's own parent information source - the Parent Tab on blueView. We hope that on this tab we will be able to provide the following:

1. How do we do things at Drake? For instance -- what is in place to assist a homesick student, how do students register for classes, are there career services? The NOTES FROM OLD MAIN channel will address these and many more issues on a weekly basis throughout the fall semester. Scroll to the end of this message to see some of the types of information you might see in "NOTES FROM OLD MAIN."

2. Where do I find out about campus and community resources? The PARENT RESOURCE channel will put in one handy place various resources of interest to parents.

3. What is the policy regarding XXX? The STUDENT POLICY channel (which is the same content as appears on the Student Service Tab) will list Drake's approved policies and procedures

4. May I have access to my student's grades and bill?

May I have access to my student's grades and bill? YES

There are two ways to gain access:
1) Your student may give you access to view her/his midterm and final grades, unofficial transcript, hold(s) on his/her account, or billing and account information.

   OR

2) You may submit proof that the student is a dependent for tax purposes. Proof is considered to be a copy of the most recent year's federal tax form...
What about the access to grades part?

- Here’s how that will look.
View Final Grades

View Midterm Grades

View Unofficial Transcript

View Holds

View Bill

View Account Summary by Term

Credit Card Payment - Bill

View 1098T

View Residence Hall Damage
Now let’s see what the parent sees.
### Authorized Access to Student Information

- Select Student

### Update Your Contact Information

- Update Your Address and Phone
- Update your email address

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**Drake News**

- **05/29/2008**
  - Drake pharmacy grad receives Karbeling Leadership Award
  - Kayla Hatt of Ankeny was selected for the award, established in memory of Polk City pharmacist Jerry Karbeling, based on her leadership and contributions to Drake and the pharmacy profession.

- **05/28/2008**
  - Drake students finish second in advertising competition

- **05/27/2008**
  - Dorothy Pisarski named Advertising Educator of the Year

- **05/23/2008**
  - Drake to host NCAA Outdoor Track and Field Championship

- **05/23/2008**
  - Drake Law students
Select Student

Select a Student: None  
Submit

- Your student must give consent for you to view some/all of his/her student information.

- If your student's name does not appear, please discuss with your student your wish to have access to his/her information on the web. IT'S UP TO YOUR STUDENT TO GIVE YOU ACCESS.

- May I have access to my student's grades and bill?

Yes, There are two ways to gain access:

1) Your student may give you access to view/her/his midterm and final grades, unofficial transcript, hold(s) on his/her account, or billing and account information. or 2) You may submit proof that the student is a dependent for tax purposes. Proof is considered to be a copy of the most recent year's federal tax form showing that the parent claims the student as a dependent. This form should be submitted to Margie Davidson, Director of Student Records. Access will then be created for the parent, and the student will be notified that access has been given. A new request will need to be submitted annually to maintain access.

RELEASE: 1.0
Access Menu

Show Student Information
Change Selected Student
Show Authorization History

LEASE: 7.4
Show Student Information

Select a page from the list below.

- View Final Grades: View final grades for term.
- View Unofficial Transcript: Displays courses taken and the grades earned.
- View Account Summary by Term: View a summary of charges and payments by term. Not included in the summary are anticipated third-party contract payments, financial aid, and memos.

RELEASE: 1.0

[ Select Another Student ]
**FINAL GRADES**

![Image of a web page displaying academic information]

<table>
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<tr>
<th>CRN</th>
<th>Subject</th>
<th>Course Section</th>
<th>Course Title</th>
<th>Campus</th>
<th>Final Grade</th>
<th>Attempted Hours</th>
<th>Earned GPA Hours</th>
<th>Quality Points</th>
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**Undergraduate Summary**

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<th>Earned GPA</th>
<th>Hours</th>
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<td>Detail Code</td>
<td>Description</td>
<td>Charge</td>
<td>Payment</td>
<td>Balance</td>
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**Term Charges:** $16,420.00

**Term Credits and Payments:** $16,420.00
Unofficial Academic Transcript

Select Level and Type

Select the transcript level and transcript type, then click on Submit.

Transcript Level: All Levels
Transcript Type: Internal

Submit
UNOFFICIAL TRANSCRIPT
(showing transfer credits)
## UNOFFICIAL TRANSCRIPT

(showing semester grades)

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course</th>
<th>Campus</th>
<th>Level</th>
<th>Title</th>
<th>Grade</th>
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### Term Totals (Undergraduate)

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blueView is the mechanism the Drake community uses to stay connected to Drake information.

The parent tab will give parents access to information about processes and procedures here at Drake.
Each family will need to discuss whether electronic access to grade and billing information is the appropriate choice for your family.