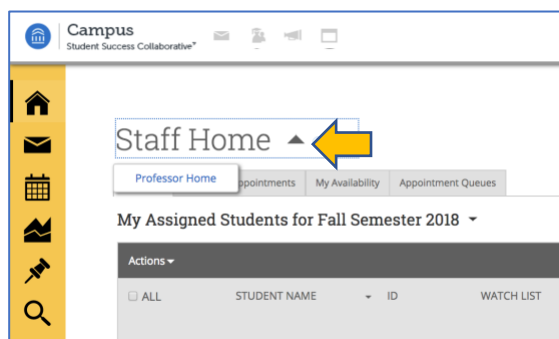


Do not use if you are completing reports for The Early Alert Program!

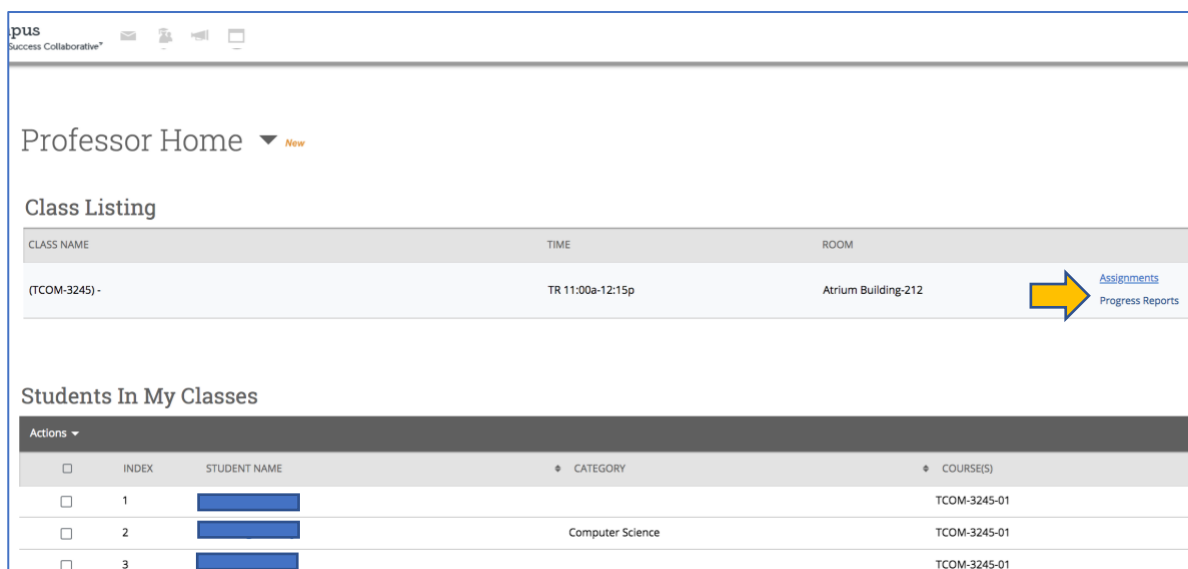
If you have an email between weeks 3-5 with a link from Sarah Matta, **use that link** and not the instructions below!

Visit <http://kennesaw.campus.eab.com> and log in with your email and password.

Once you log in, if you see **Staff Home**, click on the caret and change this to **Professor Home**.



You will then see any courses you are teaching this semester. On the righthand side, click the **Progress Reports** link.



Professor Home ▼ *New*

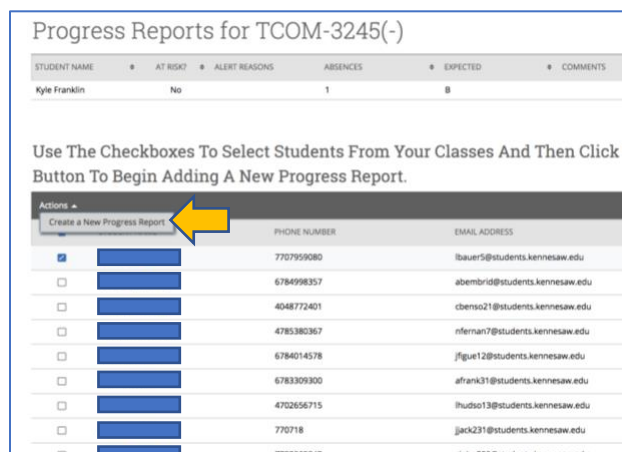
Class Listing

CLASS NAME	TIME	ROOM
(TCOM-3245) -	TR 11:00a-12:15p	Atrium Building-212

Students In My Classes

Actions	INDEX	STUDENT NAME	CATEGORY	COURSE(S)
<input type="checkbox"/>	1	[REDACTED]		TCOM-3245-01
<input type="checkbox"/>	2	[REDACTED]	Computer Science	TCOM-3245-01
<input type="checkbox"/>	3	[REDACTED]		TCOM-3245-01

In order to submit an at-risk progress report for a student, click in the box next to that student, click on the caret next to **Actions**, and click **Create a New Progress Report**.

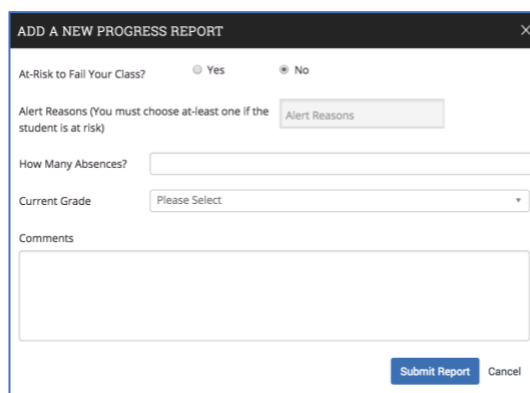


Progress Reports for TCOM-3245(-)

STUDENT NAME	AT RISK?	ALERT REASONS	ABSENCES	EXPECTED	COMMENTS
Kyle Franklin	No		1	8	

Use The Checkboxes To Select Students From Your Classes And Then Click Button To Begin Adding A New Progress Report.

Actions	PHONE NUMBER	EMAIL ADDRESS
<input checked="" type="checkbox"/>	7707959080	tbauer5@students.kennesaw.edu
<input type="checkbox"/>	6784998357	abembroid@students.kennesaw.edu
<input type="checkbox"/>	4048772401	cberno21@students.kennesaw.edu
<input type="checkbox"/>	4785380367	nferran7@students.kennesaw.edu
<input type="checkbox"/>	6784014578	jfigue12@students.kennesaw.edu
<input type="checkbox"/>	6783309300	afrank31@students.kennesaw.edu
<input type="checkbox"/>	4702656715	lhudo13@students.kennesaw.edu
<input type="checkbox"/>	770718	jjack231@students.kennesaw.edu
<input type="checkbox"/>	7708565843	cloho305@students.kennesaw.edu



ADD A NEW PROGRESS REPORT

At-Risk to Fail Your Class? ☒ Yes ☐ No

Alert Reasons (You must choose at-least one if the student is at risk)

How Many Absences?

Current Grade

Comments