

Access & Success Academic Coaching, Student Disability Services, & Tutoring

drake.edu/access-success

How To Filter Students by Accommodation Notification

≡ Starfish

1. Click the hamburger menu accessed through MyDrake)

in the top left corner of Starfish (which can be

- 2. Navigate to Students on the dropdown menu
- 3. Use the filters to sort

≡ Starfish					Q Search for Stud	ents
MY STUDENTS			TRACKING		INTAKE	
Flag CReferral Co To-Do	Success Plan	age Note Oownload	Term	Cohort		Additional Filters
Student Name, Username, or ID	Go INTD 095 Ja	nuary Experience 2022	January Experience 2022		~	Add Filters
Name *		Email		Phone	Cell Phone	

- a. Connection will sort by class roster or select "All My Students"
- b. Select the current Term
- c. Disregard cohorts
- d. Click the blue "Add Filters" button and select the following from the Tracking Items:
 - i. Select Students with Tracking Items
 - ii. Status = All
 - iii. Tracking Type = Flag
 - iv. Item Name = Accommodation Notification
- b. Hit submit to generate a current list of student accommodations in your course

lditional Filters		Clear All Filters Never Mind	Subm		
Tracking Items	Students with Tracking	Items			
Cohorts & Relationships	Status	● Active 〇 Resolved 〇 Both			
Meetings	Tracking Type	Flag	~ 0		
Success Plans	Closure Reason				
	Item Name	Accommodation Notification	~		
 Attributes 	Created By	● Anyone ○ Me			
		O Role			
	Assigned To	All assigned and unassigned			
		O Unassigned			
		User Search for a user			
		○ Role Select a role			
	Course Contant		0		
	Course Context				
	Due Date		~		
	Creation Date	Start to End	8		
	4		▶		