Advisor Summary

- The Advisor Summary page was created to quickly provide an advisor with a list of his or her advisees and specific advisee attributes.
- The page was designed to pass the netID, of the person logged in to the dashboard, as the advisor netID.
- To run the advisor Summary page for a particular advisor:
  - Remove your Advisor NetID from the prompt and type in the netID of the advisor you wish you find (IN UPPER CASE).
  - Click the Apply button to run the query.

The dashboard automatically runs using the net id of an individual with the following Advisor Roles (as determined in Albert):

<table>
<thead>
<tr>
<th>Nyu Advr Role Ld</th>
<th>Advisor Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capstone Mentor</td>
<td>CPST</td>
</tr>
<tr>
<td>Advisor</td>
<td>ADVR</td>
</tr>
<tr>
<td>AEP/ESP Advisor</td>
<td>SLAD</td>
</tr>
</tbody>
</table>

- If you are not coded with any of the above advisor roles in Albert, no data will initially be returned. However, you can still run the dashboard. Check off “More Search Options” and then for Advisor NetId, check off “(All Column Values)”. Then input your school, department, etc. and click “Apply.” The A4 and A5 reports on the Index tab provide similar results.

Filters:

- At the top of the page, you can see what filters are being applied.
- You can change any, or all, of the prompts to run this page for your school.
- Remember to click the ‘More Search Options’ for additional prompts!

Results:

- The netID column is drillable. Clicking on any netID will allow you to drill to the student detail page.

Note: If you render no results, check off “More Search Options” and check if everything matches. For example, if you chose a student advisor in Steinhardt, and the school FAS is checked off.