



CU   
NAVIGATE

# Quick Start Guide

Log into CU Navigate Two Ways:

Download the Navigate360 Student app from your device's app store.



Access the site online using your Clemson login credentials.

<https://clemson.navigate.eab.com>



Trouble logging in? Email [cunavhelp@clemson.edu](mailto:cunavhelp@clemson.edu)  
for help resolving your issues.



## Schedule an Appointment

To schedule appointments, click the purple **Appointments** icon on the left navigation menu and answer questions about your preferred service, date, time, and location.

## Other Appointment Options

You can also view available drop-in times or request appointment times for your preferred service.

## Appointment Invitations

Your Success Team (e.g., assigned advisors, instructors) may also request you meet with them. When this happens, you receive an appointment invitation where you only need to choose a time that works for you!

Appointment Invites	
Appointment Invitation for Campus NAV QA TUT Serv 2 <small>Please respond by 01/31/2021</small>	>
Appointment Invitation for Course-based Tutoring <small>Please respond by 02/28/2021</small>	>
Appointment Invitation for Campus NAV QA Serv 2 <small>Please respond by 12/31/2021</small>	>



## Set Up Notifications

Choose the **Account** button on your app or on the desktop site.

Select **Notification Settings**. Scroll to find content categories like *Upcoming To-Dos and Events*, *Personal To-Dos*, and *Study Buddies*

Select your preferred method of notification.

**Note:** You can select as many notification methods as desired, but you receive multiple notifications if you choose more than one.

If you select the **Text** option, ensure that your cell phone number is accurate in CU Navigate. You can do this by choosing **Edit** next to *Add Your Phone Number*.



## My Docs

View your Appointment Summaries, Notes, and Progress Reports in **My Docs**.

### Appointment Summaries

Click on individual Appointment Summary to view all details about the appointment.

### Notes

Click on Notes to view any notes or information for you documented outside of an appointment.

### Progress Reports

Click on the individual Progress Report to view any reports issued by your instructor.



## Study Buddies

Study Buddies allows you to connect with students in your classes who are interested in studying together outside of class.

Opt-in to Study Buddies for the courses you would like help in.

Once other students have opted into Study Buddies, select the names of the students you want to contact.



## Hand Raise

Let us know that you are looking for more information or need additional assistance by “raising your hand”.

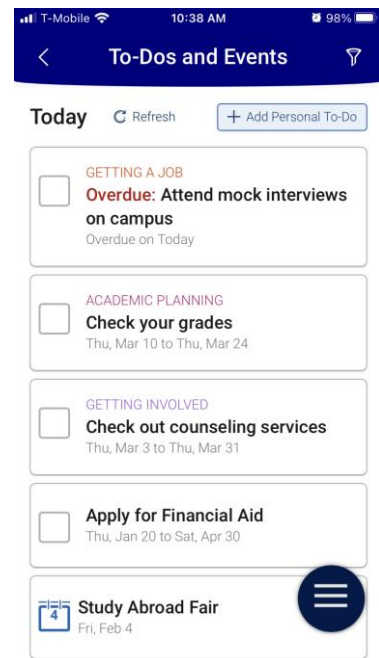


## To-Dos

See important tasks and check them off as you complete them. Check to-dos regularly to stay on track.

## Events

See a list of key dates and deadlines on the To-Dos page. Add events to your personal calendar for more info.



## View Your Class Schedule

See your course schedule at a glance or get additional details such as meeting time, location or instructor.



## Resources

See a list of important services and locations on campus. The **People** tab shows a list of your assigned staff, e.g., advisors and instructors. Click the heart icon to favorite a resource. You can find your favorites in **Settings > Favorites**.



## Notifications

See messages from staff and faculty. Opt-in to email notifications to receive a copy of your messages. Messages older than 90 days are cleared from CU Navigate.