

Advisor Instructions for Advisor Picks

Log into MyBLUE and navigate to the “Advisee” tab in the left hand menu.

MyBLUE Home

Toggle Menu Academic Information Logout

Print Help

Advisees

Home Courses Faculty Tools

Spring 2023 Teaching Schedule Spring 2023

List View

Class	Title	Day	Time	Location
Regular Academic Session 01/22-05/18				
PE-204 01	Foundations of Athletic Train	TR	12:30PM-01:45PM	CUSH 166
PE-406 01	Athletic Injury Assessmt II UE	TR	09:30AM-10:45AM	CUSH 166
PE-816P 01	Ath Orthopedic Assess II – UE	TR	09:30AM-10:45AM	CUSH 166
PE-816P 02	Ath Orthopedic Assess II – UE	F	09:05AM-09:55AM	CUSH 166
PE-889 01	Clinical V	MF	12:20PM-01:10PM	CUSH 166
PE-889 02	Clinical V	TBA	TBA-TBA	CUSH 129
REC-304 01	Volunteer Practicum in AT	W	03:00PM-04:50PM	CUSH 166

Academic Calendar

- Mar 13, 2023 Spring Semester Break (Student Holiday - UNK offices open).
- Apr 03, 2023 Early Registration for Summer 2023 and Fall 2023 begins. Available to all students currently enrolled in Spring classes. Registration opens according to Class Standing and the last 4 digits of the NUID number.
- Apr 15, 2023 Application for Summer 2023 Graduation open through June 15. Apply via MyBLUE.
- Apr 21, 2023 Last day to Drop a full semester class with a W in lieu of a grade. All drops processed by student via MyBLUE.
- Apr 24, 2023 General Registration begins for Summer 2023 classes via MyBLUE. Available to all persons admitted to UNK.
- Apr 24, 2023 General Registration begins for Fall 2023 classes via MyBLUE. Available to all persons admitted to UNK.
- May 15, 2023 MyBLUE opens for grading.

Select the drop down menu next to your advisee, and then select “Advisor Picks.”

MyBLUE Home

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Advisees

Home / Advisees

Advisee List

#	NUID ID	Name	Enrolled	Adv. Hold	Oth. Hold	Ferpa	Acad. Standing
1	44364759	Rising Moon	No				

Remove Advising Flag
Advisor Picks
view student

List Filters

Clear All Filter

Filter by Status

☐ Enrolled Only

Filter by Career

☐ Undergrad

Filter by Standing

☐ 1st Year

Filter by Major

☐ Exer Sci Fit and Wellness Comp

Important – you need to verify the student and the term before you begin the advisor pick process. Both the Advisor Pick and the Search Filters should be on the same term. You can change the term by selecting the dropdown arrow on both term selections.

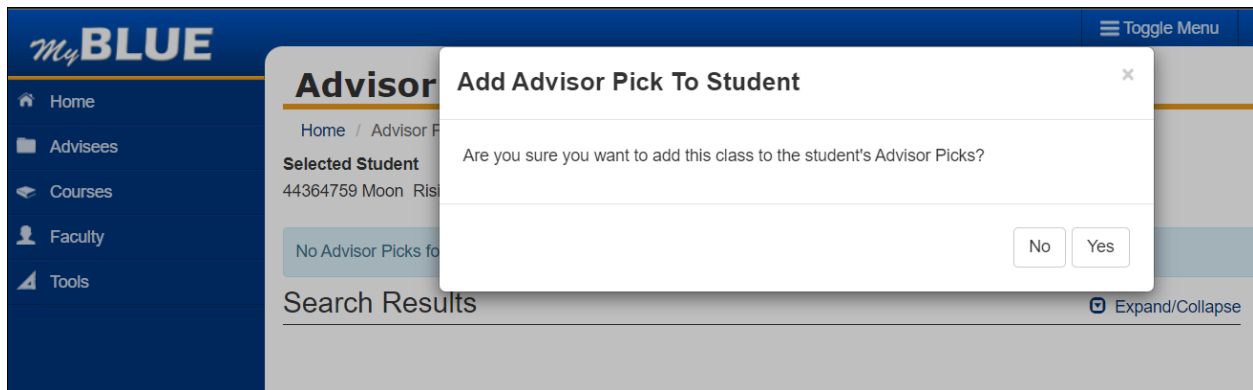
The screenshot shows the 'Advisor Picks' page in the MyBLUE system. The 'Selected Student' is 44364759 Moon Rising. The term is set to 'Spring 2023'. The search results show 'No Advisor Picks for Spring 2023'. The 'Search Filters' panel on the right also has 'Spring 2023' selected. Red arrows highlight the dropdown menus for both the main term and the search filters.

Once you have searched for a course you select the “Call No.” for the section you wish to add to the “Advisor Pick.”

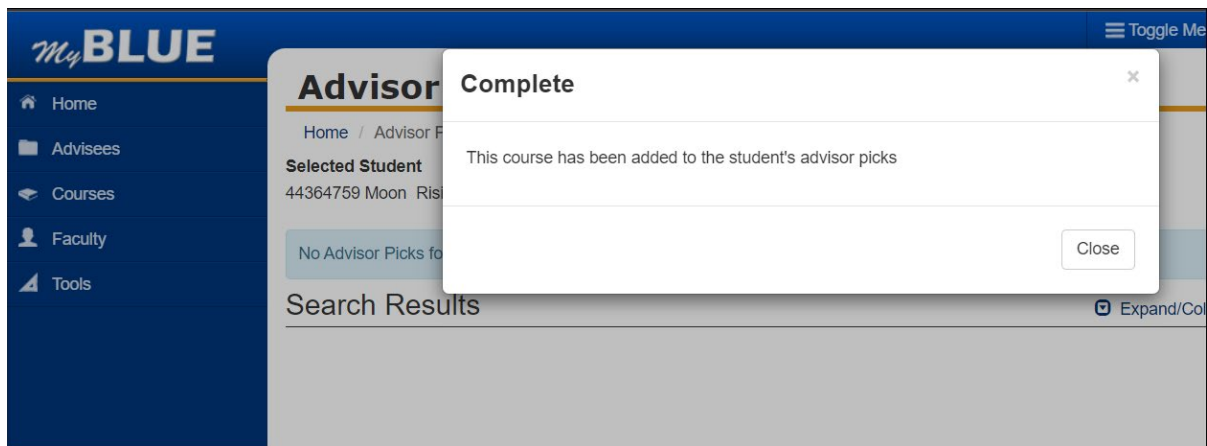
The screenshot shows the 'Advisor Picks' page in the MyBLUE system for 'Fall 2023'. The search results for 'PE- 108: Intro to Nutrition (3 credits)' are displayed. A red box highlights the 'Call No.' column in the table. The table lists several sections with their respective call numbers, topics, sections, credits, days, times, locations, seats available, and instructors.

Call No.	Topic/Type	Section	Credits	Day	Time	Location	Seats Avail.	Instructor
Regular Academic Session Aug 21 - Dec 14								
12072	Lecture	01	3	MWF	09:05AM - 09:55AM	HSC 151	25	Kati George
12073	Lecture	02	3	TR	12:30PM - 01:45PM	CUSH 121	25	Kate Glenger
12074	Lecture	03	3	TBA	TBA - TBA	ONLINE	30	Kati George
12075	Lecture	04	3	TBA	TBA - TBA	ONLINE	30	Christina Nelms
Mini Session C 11-18 - Dec 14								
12257	Lecture	05	3	TBA	TBA - TBA	ONLINE	24	Christina Nelms

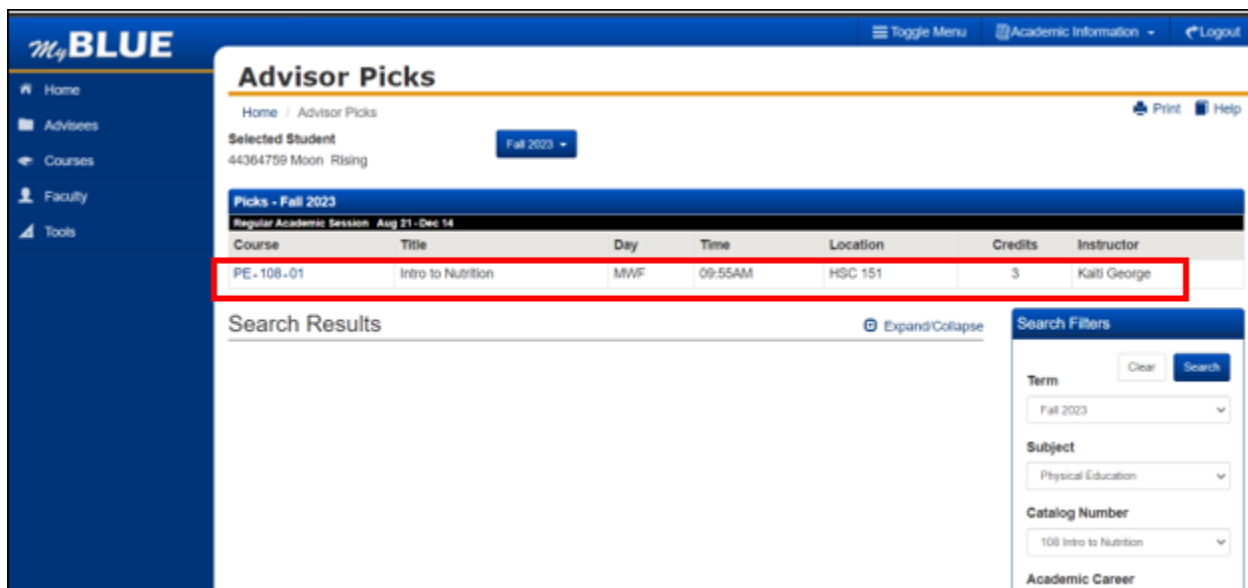
Select “Yes” to add this class to the student’s Advisor Pick.



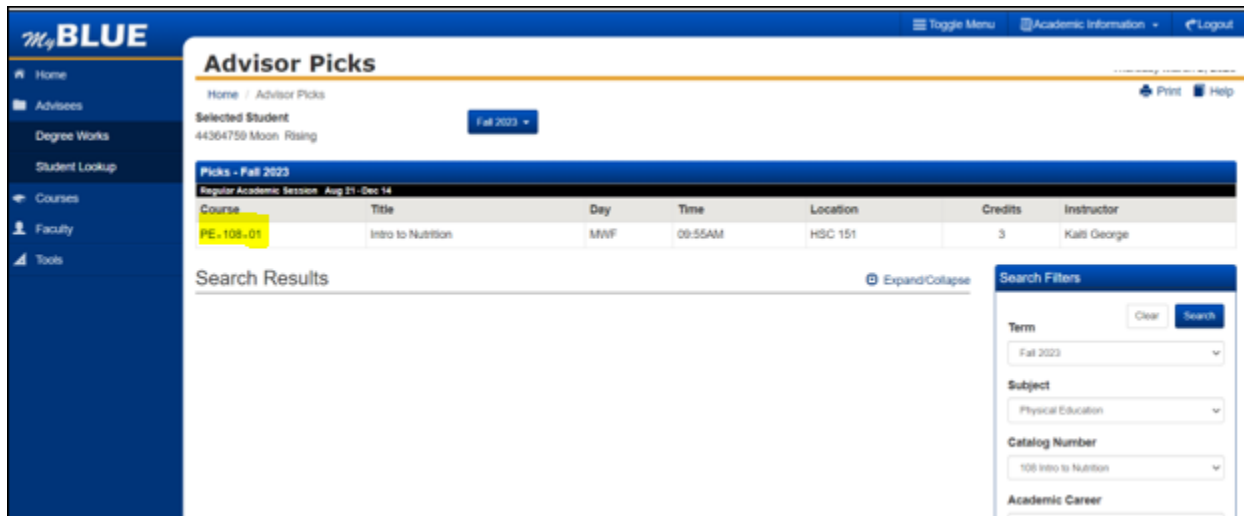
You will see this confirmation message once the course has been added to the student’s advisor pick



Once you close the complete screen you will see the course add to the Picks section. Once a course has been added to this section the student is able to see it on their “Enrollment” tab for that term in MyBLUE.



If you want to delete a course that has been added to a student's advisor pick. You select the course in the "Pick" section.



MyBLUE

Home / Advisor Picks

Selected Student: 44364750 Moon, Rising

Fall 2023

Picks - Fall 2023

Regular Academic Session Aug 21 - Dec 14

Course	Title	Day	Time	Location	Credits	Instructor
PE-108-01	Intro to Nutrition	MWF	09:55AM	HSC 151	3	Kati George

Search Results

Expand/Collapse

Search Filters

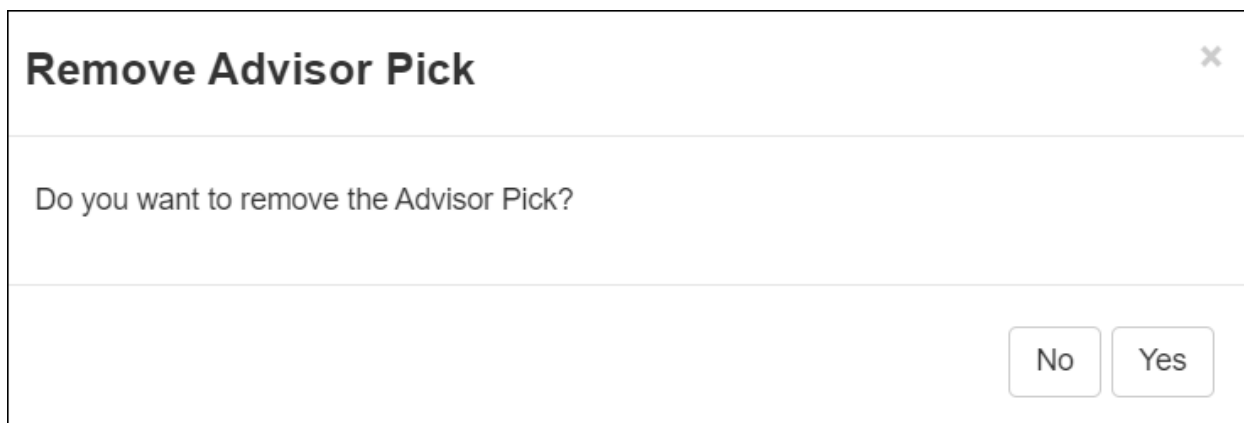
Term: Fall 2023

Subject: Physical Education

Catalog Number: 108 Intro to Nutrition

Academic Career

Select "Yes" to remove the Advisor Pick.

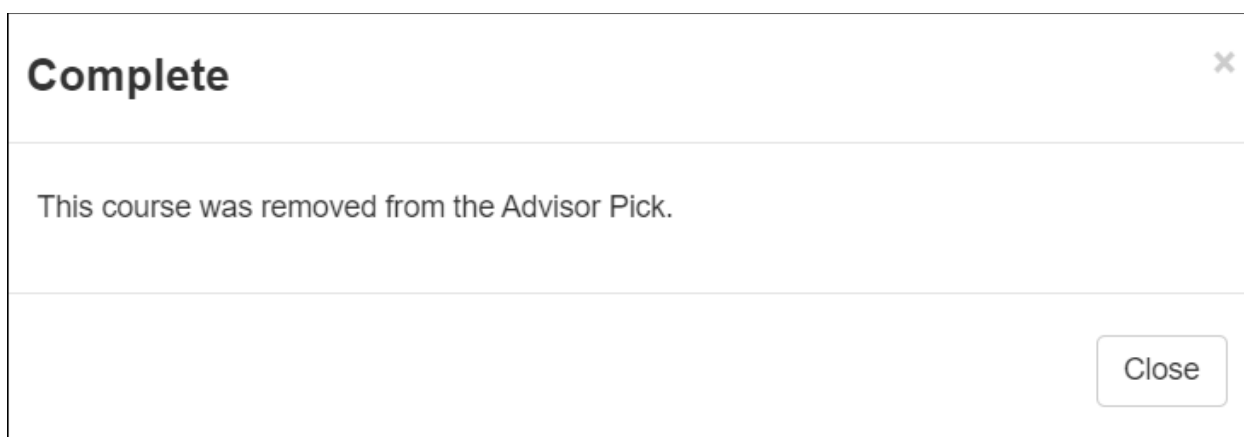


Remove Advisor Pick

Do you want to remove the Advisor Pick?

No Yes

Confirmation of the deletion of the advisor pick.



Complete

This course was removed from the Advisor Pick.

Close

Course will no longer appears for this student in the Advisor Picks section.

The screenshot displays the 'MyBLUE' web application interface. On the left is a dark blue sidebar with navigation links: Home, Advises, Degree Works, Student Lookup, Courses, Faculty, and Tools. The main content area is titled 'Advisor Picks' and includes a breadcrumb 'Home / Advisor Picks'. Below this, it shows 'Selected Student' as '44304759 Moon, Rising' with a 'Fall 2023' dropdown menu. A message states 'No Advisor Picks for Fall 2023'. A 'Search Results' section is present with an 'Expand/Collapse' link. On the right, a 'Search Filters' panel contains dropdown menus for Term (Fall 2023), Subject (Physical Education), Catalog Number (106 Intro to Nutrition), Academic Career (Undergraduate), and Mode of Instruction. The top of the page features a blue header with 'MyBLUE', a 'Toggle Menu' button, 'Academic Information', and a 'Logout' link.