ACE
ACADIA COLLEAGUE ENHANCEMENT

Top 3 News Items

1. A reminder that the project team will conclude its time at the end of this year. As a result, we ask that you follow the normal institutional process in seeking support. Please see some examples below:

   a. Use the appropriate form as per usual for any access management issues

   b. Any registration issues need to go to the Registrars Office

   c. Any issues with student billing should be directed to Student Accounts

   d. Technology Service issues should continue to be submitted through the HUB

2. We continue to add more questions to our "Questions and Answers" **tab** on our website.

3. Some of you may have heard of the reporting tool Informer. The project team is developing reports that will satisfy needs for view only information. These reports will be made available in due course.

> "Life isn't about waiting for the storm to pass. It's about learning how to dance in the rain."
>
> —*Vivien Greene*

o There are 2 interfaces that allow you to access Colleague Student.

o For faculty who want to approve a requisite waiver, faculty consent or a petition to enter a class you can use *Self Service*. You can also post grades and review class lists. Once degree audit and student planning are available, you will be able to access academic information on students whom you advise.

o You will need to access the *User Interface* to manually allow students into a course who are on the waitlist.

o If you are a Dean, Department Head or Director, you will need to use the *User Interface* to perform any functions that are outside the courses that you teach.

o As you will have seen in the message from Mark Bishop, the waitlist process has been automated. This will remove the need to approve students in the Colleague User interface.

Please submit any other questions that you may have **here**

Important Dates:

1ST week of October 2021: Student planning and degree audit will be launched- Students will be able to plan their academic journey with this tool

December 31, 2021: The ACE Project team's time will be concluded- Seconded team members will return to their departments

Please visit Ace.acadiau.ca

ACADIA