

We've recently conducted maintenance on the Argos reporting tool that some staff and all faculty use to view an array of student and course information (class rosters, student information, etc). We are in the process of adding additional reports for your use so please pardon our progress. Up until last week, you were accustomed to seeing a few data blocks and reports in a certain order. Since we've added other data blocks/reports last week to the bottom of the list, they are not in the same order and may be called something different (thus the cheese statement). Below is an explanation of what we've added as well as what was already there (in order of their appearance in Argos). Based on your needs, we will be adding more reports in the near future. As always, click on the + sign to the left of the blue data block to expose the reports associated with the block.

After you open Argos from an NSU networked computer (in the start menu) and log in using your normal NSU userID and password, you will see the folder menu on the left. If you did not attend training in the past, the user guide can be found in the Banner Resources portlet once you log onto your faculty/advisor tab on goNSU. We will be conducting more training once the semester begins. Once there, you will see the data blocks and reports in the "Student" folder. Below is an explanation of what you will find as of today:

- **AA Class Roster Faculty** This data block and the reports under have not changed. Once you open this data block (click on the +), you will find your three options for running your class rosters...much prettier than what you find in goNSU. You need your CRN in order to run these reports.
- **Academic Advisor** This was a data block with report that you had from before that listed your advisees and information you need about them for a specific term. Since we've added Academic Advisors to the mix who will be listed as the "Primary Advisor", you can use this report to list your advisees even if you are not their primary advisor. You need your N number (NSU ID) in order to run this report.
- **NSU Student Quickview** This data block and report were on your menu from before but we changed the name of it. This is the one that most people use to access the same information about students that is on goNSU but many think is much more convenient.
- **Student Academic Information** This is a new data block that has a few reports under it and we will continue to add more. Although there are many reports here, most of you will primarily use the "Major Field of Study by Term" report. This is a handy report that faculty and departments can use to identify all of the students (and selected information about them) by their major for a specific term. Simply select a term and a major (or multiple majors by using the shift or control keys) to create a spreadsheet with all of the students that are active for that semester and have that declared major. Please keep in mind that this is NOT official NSU reporting data that is taken at the census date and reported to the Regents; it is information specific to the day you run the report. This is INTERNAL information only.

- **Student Basic Information** This new data block and report allows you the ability to view a list of all students along with contact and other information by term. The student information in this report is considered "Directory Information" under FERPA. Students who signed a non-disclosure form were omitted from this report.