

Student Guide to Navigating the Hive

The Hive provides you with a central location to connect to the people and services that can help you find what you need to succeed at CSB/SJU.

Getting Started

Students home page in the Hive will be their Success Network. This includes both a personalized list of instructors, faculty advisors, coaches, and services offices students are connected to for the semester. As well as Service Catalog of offices that are also here to support you as you navigate college. Students can easily find the contact information for their entire support team in one place!

- Your faculty, advisors and other connections will display at the top of your Success Network
- The Services that are most relevant to you or that you have a direct connection to are displayed next under Your Services.
- Select Show Other Services at the bottom of the page to see additional services on campus.
- To launch other features, go to the navigation menu  on the top left side of your screen.
- This will launch a menu that will take you to the different features in starfish

Upcoming

- Displays upcoming Appointments

Dashboard

- The left side of the dashboard notifies you of any item(s) that you should take action on (e.g. upcoming class assignments), or any upcoming appointments you have scheduled.
- The right side of the dashboard has different icons relating to items your advisor(s) or instructor(s) may have raised to notify you of your performance in a certain area (e.g. course).

Messages

- All messages from The Hive regarding appointments, alerts, high fives and referrals will display here.
- While your messages and appointment reminders go to your CSB/SJU email, you can easily reference or find important communications here at your convenience.

Plans

- Instructors, advisors and others will use Success Plans to help you navigate the registration process, applying for major or graduation, and more.

Courses

- Find course related services, resources, and faculty contact information within the courses tab.
- If the faculty member teaching a course or any connected services, like the Writing Center or Advising, are offering online scheduling, you would be able to schedule an appointment from here.

Raise Your Hand

- Use this feature to ask for help. You don't have to know who to ask, just what your questions is. The Hive will get your message to a professional on campus who can assist you. Most often you will receive a response within 1 business day (24 business hours) of submitting a Request for Help though it could take longer in peak service times like the first week of classes or during registration.

