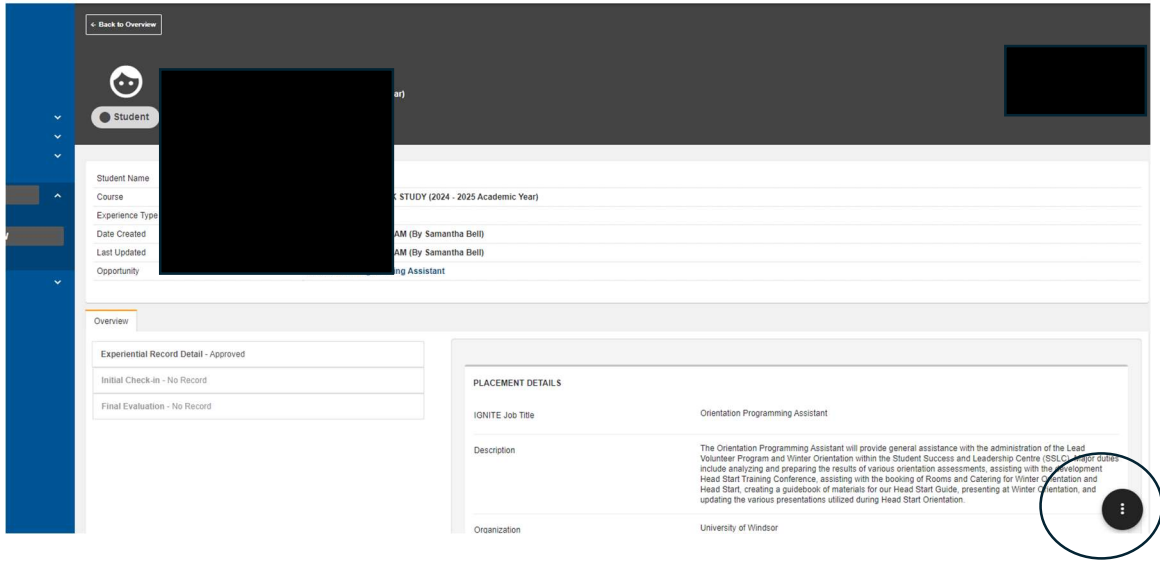
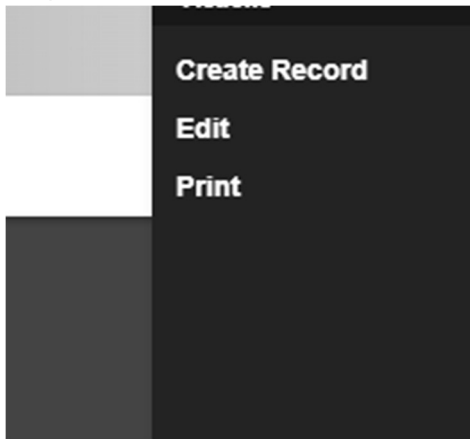


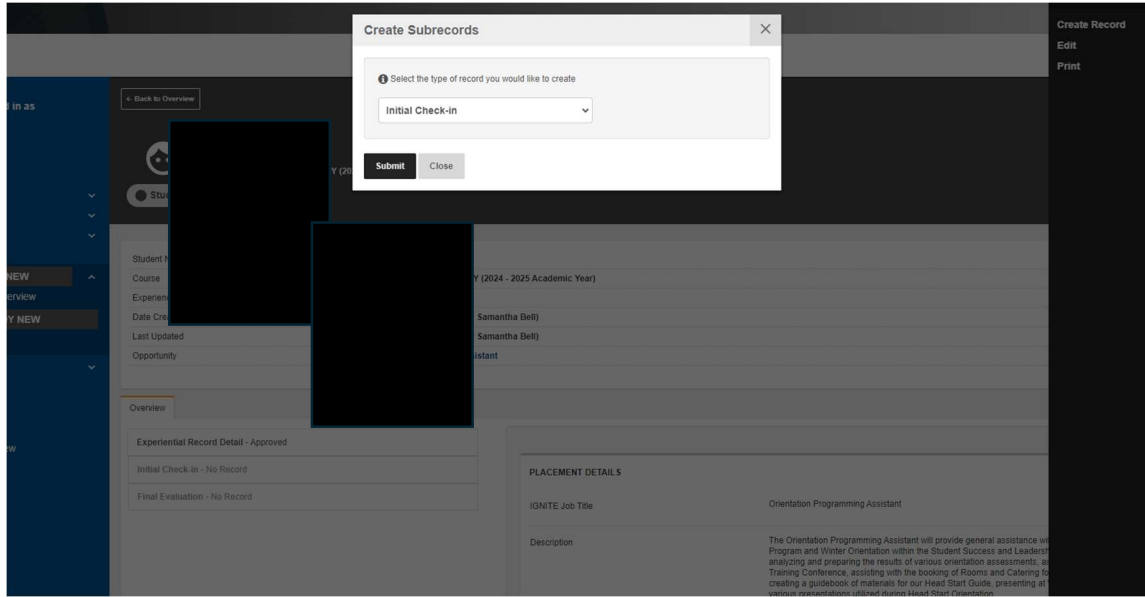
Step 3 – Select the student you wish to do the check-in or final evaluation with, then click the 3 dots on the bottom of the page.



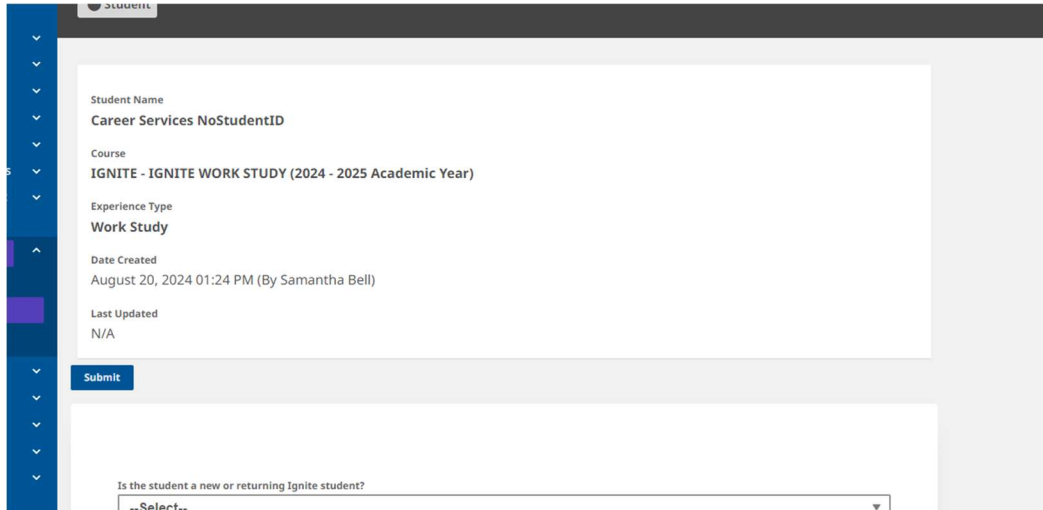
Step 4 – Click Create Record



Step 5 – A pop-up will allow you to choose the record. Click “submit” and you will be brought to the questionnaire page to complete with your student. These can also be accessed through the student’s view of MySuccess.



Step 6 – Complete questions with the student employee.



Step 7 – Submit. You will be redirected back to the completed questionnaire.

The screenshot shows a web-based questionnaire interface. On the left is a dark blue navigation sidebar with several menu items, some of which are partially visible: "as", "Services", "Support", "w", "w", "g". The main content area contains two text input fields. The first field is preceded by the prompt: "Discuss at least 1 goal you would like to achieve as it relates to your role or 1 competency you would like to develop and how your supervisor can support you to do so:". The second field is preceded by the prompt: "Discuss how will you know when you have made progress or achieved your goal? How might achieving this goal or developing this competency make a difference in your career?". Both text input fields have a rich text editor toolbar above them, featuring icons for undo, redo, bold, italic, bulleted list, numbered list, link, and unlink. Below the second text input field is a label "NEW CATEGORY" with a small upward-pointing arrow icon. At the bottom left of the form area is a "Submit" button with an upward-pointing arrow icon to its left. A vertical grey bar is visible on the right side of the page.

Completed questionnaire view

as

← Back

Career Services NoStudentID

IGNITE - IGNITE WORK STUDY (2024 - 2025 Academic Year)

Work Study

Student

August 20, 2024 N/A

View Industry Partners

OVERVIEW

✓ Experiential Record Detail **Initial Check-in** Final Evaluation - No Record

Placement Record

Initial Check-in

Is the student a new or returning Ignite student?

What are you most excited about to experience in the role? What are you most nervous about?
User did not enter any data.

What are you most looking forward to as you return to your Ignite role?
User did not enter any data.

Use these supporting questions to guide your discussion:
What impact does your role have on the department you are working in?
Is there any link between the work you are doing and what you are learning in the classroom?

Note: You can view your completed check-in any time by going back to the student's overview page.

currently logged in as

Samantha Elliott

← Back to Overview

Student

Student Name

Course

Experience Type

Date Created

Last Updated August 26, 2024 08:40 AM (By Samantha Bell)

Opportunity Orientation Programming Assistant

Overview

Experiential Record Detail - Approved

Initial Check-in - No Record

Final Evaluation - No Record

PLACEMENT DETAILS

IGNITE Job Title Orientation Programming Assistant

Description The Orientation Programming Assistant will provide general assistance with the administration of the Lead Volunteer Program and Winter Orientation within the Student Success and Leadership Centre (SSLC). Major duties include analyzing and preparing the results of various orientation assessments, assisting with the development of Head Start Training Conference, assisting with the booking of Rooms and Catering for Winter Orientation and Head Start, creating a guidebook of materials for our Head Start Guide, presenting at Winter Orientation, and updating the various presentations utilized during Head Start Orientation.

Organization University of Windsor

If you have questions, please email - ignite@uwindsor.ca