1 **Blackboard**
Locate the icon in the top navigation bar. The Blackboard link is located in the dropdown menu.

2 **Worklist / approve items**
Locate the icon in the top navigation bar. Click on the icon to view and approve pending worklist items. Worklist items will slide in from the right side of the screen.

3 **Faculty Quick Links**
The most frequently used Faculty Resources can be located at the top of the Faculty Dashboard.  
**Path:** Faculty & Advisors / Faculty Dashboard

4 **Grading Resources**
Grading Resources including **Midterm Grades, Final Grades, Grade Push,** and **Deadlines** can also be located on the Faculty Dashboard.  
**Path:** Faculty & Advisors / Faculty Dashboard  ▶  Grading Resources
Course Schedules & Rosters

Faculty course lists per term, course details and rosters are located in the My Course Info area on the Faculty Dashboard.
Path: Faculty & Advisors / Faculty Dashboard ▶ My Course Info

GPS & Advising

Faculty with access to Advising and GPS will find these resources on the Advisor Dashboard.
Path: Faculty & Advisors / Advisor Dashboard

Pinning to My Dashboard

Hover over a link to reveal a pin icon. Click on the pin icon to save an item to the My Dashboard page. Use the My Dashboard link in the left navigation to access your saved items.
### FACULTY DASHBOARD

**Quick Links**
- Blackboard Learn
- Class Rosters: Summary View
- Schedule of Courses (view only)
- Official Academic Calendar
- KentLINK Library Catalog
- FlashFolio

**Course Info**

**Grading Resources**
- NF/SF Grading
- Midterm Grades
- Final Grades
- Grade Push
- Late Registration Approval
- Grade Push User Information
- Student Cheating & Plagiarism Policy
- Cheating & Plagiarism Sanction Form
- Grade Processing Deadlines

**Faculty Workflows**
- Grade Change Workflow
- Grade Change Workflow Reference Guide
- Incomplete Mark Form
- Grade Change Archive
- Course Catalog Update

### ADVISOR DASHBOARD

**Quick Links**
- FlashFAST for Advisors
- Banner INB
- GPS Audit & Plan
- KSU Advising
- Office of the University Registrar Calendar
- View Schedule of Courses

**Graduation Planning System (GPS)**
- Explore Programs and Degrees: GPS Roadmaps
- GPS - Graduation Planning System
- GPS Program Exception Workflow
- GPS Advising Manual
- GPS FAQ and Tutorials

**Advisor Workflows**
- Exception to Undergraduate Program Form
- Directions for Completing Exception to Undergraduate Program Form
- Advisor Assignment Application
- Scholarship Payment Authorization
- Graduate Admissions History
- Change Undergraduate Program

### RESOURCES

**Faculty**
- FlashFAST For Faculty
- Class Rosters: Detailed View
- Faculty Affairs
- Faculty Personnel Forms
- Center for Teaching and Learning (CTL)
- Online Teaching
- Collective Bargaining Agreement (AAUP)
- Faculty Professional Improvement Leave Policy
- Faculty Professional Improvement Leave Procedures (FPIL)
- Faculty Senate
- FlashFolio
- Digital Measures
- FlashPort
- Office of the Provost
- University Research Council (URC)
- University Teaching Council (UTC)
- University Council on Technology (UCT)

**Advising**
- FlashFAST for Advisors
- KSUAdvising
- Banner INB
- Dynamic Student Checklist Emulator
- Student Current Term Final Grades View
- DKS Scheduler (1 and 2 day)
- Advising SharePoint
- Dismissal SharePoint
- Pathfinder - Authorized Users Only
- View Submitted Graduation Application
- Graduation SharePoint
- Transfer Credit Guide
- KASADA
- NACADA
- Transferology

**University Catalog**
- University Catalog
- Explore Programs and Degrees: GPS Roadmaps
- View Course Descriptions

### RESOURCES (CONTINUED)

**Courses**
- View Course Descriptions
- Course Schedule Search
- Course Section Search
- View Schedule of Courses
- Grades/Transcripts Processing Dates
- Office of the University Registrar Calendar
- Registration, Final Exam & Application for Graduation Calendars
- Registration Deadlines and Tuition Credit Search

**University Policies**
- Student Records Policy (FERPA)
- Student Cheating & Plagiarism Policy
- Cheating & Plagiarism Sanction Form
- Office of Student Conduct
- Code of Student Conduct
- Student Academic Complaints
- Rules & Regulations in University Policy Register

**Blackboard Learn**
- Blackboard Learn
- Blackboard Learn Sync
- Course Signals

**Research/Kuali**
- Research resources at Kent State
- COS-PIVOT custom funding opportunities and research profile
- Kuali Users Portal
- Launch Kuali Research
- Kuali Proposal Support

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For the latest version of this document, please visit [https://www.kent.edu/flashline.](https://www.kent.edu/flashline.)