NAVIGATE CAL STATE LA

ENROLLMENT MANAGEMENT TECHNOLOGY

Navigate LA Staff User UI Changes

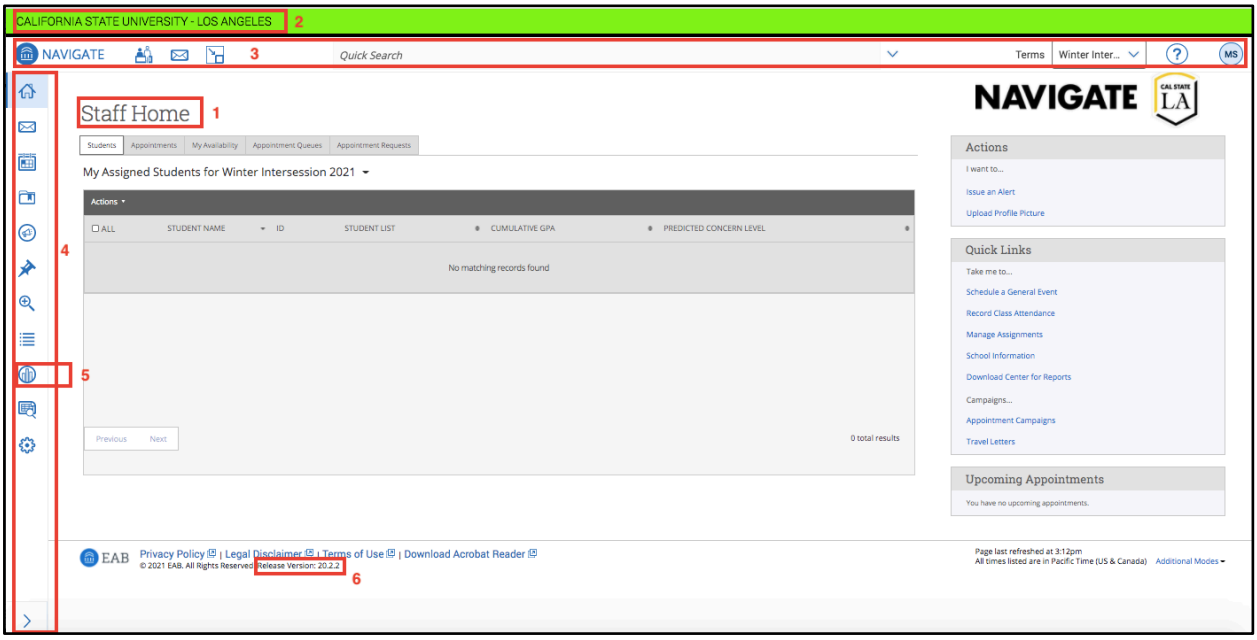
01/12/21

Phase 1 | Enhanced

Navigate Staff Platform User Interface Changes

Navigate platform user interface changes are **automatic** and scheduled to occur on **Friday, January 15, 2021.** This change is not intended to impact other features in the platform. No action needed on behalf of the staff user.

The toolbar and icons have been updated to improve accessibility of the platform.



1 – **Navigate Staff** Home

2 – The test environment color is green.

3 – The icons across the top in **Navigate Staff** are **Appointment Queue, Unread Messages,** and **Minimized Dialogs.** If there are more than 10 unread messages, you have the option to click **Show More** to open the **Conversations** page. Next are the **Quick Search,** the **Term Selector,** and the **Help** button, which opens the Help Center. Finally, clicking on your avatar opens a menu with the various options based on your role's permissions.

4 – The side toolbar has new icons. To expand the toolbar, click the **Sidebar** icon at the bottom left of the page. Each icon will have the name of the page it takes you to next to it. Note that you may not have all the same icons as shown based on your role's permissions. EAB Navigate Notifications will appear in the bottom right corner of Navigate Staff.

5 – **Institution Reports** icon **is removed** from the Navigate toolbar. Institution Reports are available from the **Analytics** page.

6 – The release version can be found at the bottom of the page.