

# Campus Solutions For Faculty: Viewing Advisees

From the Campus Solutions home page, under the Teaching and Advising tile, you can see your advisees and their schedule and grades.

## To view your advisees:

1. Go to the [HWS PeopleSoft Website](#)
2. On the menu, click **Campus Solutions**
3. Log in with your **HWS username and password**
4. On the Campus Solutions home page, click the tile **Teaching and Advising**

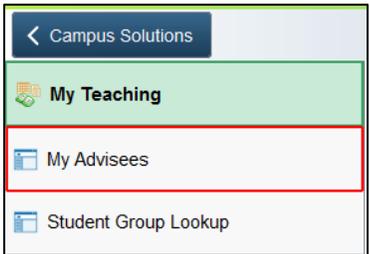
Simply select from the list of PeopleSoft environments below and log in using your HWS credentials.

CAMPUS SOLUTIONS

Teaching and Advising



5. On the lefthand menu, click **My Advisees**



The My Advisees tab displays, listing the students who are your advisees.

In the View Student Details column, click the View Student Details link to see the advisee's class schedule and personal information. It also includes links for getting other information about the advisee.

My Advisees | Student Center | General Info | Transfer Credit | Academics

My Advisees

Unsatisfactory Grade Report    Advisee Grades

Select display option  
 View Active Students Only    Link to Photos    Include photos in list   Advisee Grades

Save Status Preference   Release Selected Holds

Select	Hold	Photo	Type	Name	ID	Chosen Pronoun	Status	Level	View Student Details
1	<input type="checkbox"/>	<input type="checkbox"/>	Primary	[REDACTED]	[REDACTED]	She/Her/Hers	Active in Program	First Year	<a href="#">View Student Details</a>
2	<input type="checkbox"/>	<input type="checkbox"/>	Primary	[REDACTED]	[REDACTED]	He/Him/His	Active in Program	First Year	<a href="#">View Student Details</a>
3	<input type="checkbox"/>	<input type="checkbox"/>	Primary	[REDACTED]	[REDACTED]	She/Her/Hers	Active in Program	First Year	<a href="#">View Student Details</a>

## To view the advisee's grades:

6. On the student's details page, in the Academics section, from the Other Academic Information dropdown menu select **Grades**

7. Click the **arrows**

The View My Grades modal displays.

Academics

My Class Schedule   Shopping Cart   My Planner

Other Academic Information  
Grades

Deadlines   URL

Fall 2024 Schedule

Class	Schedule
ENG 287-02 LEC (4305)	TuTh 10:20AM - 11:50AM Gulick Hall 2003
FSEM 142-01 SEM (4317)	TuTh 8:40AM - 10:10AM Dimarest 14
ITA 101-01 LEC (4440)	MoWeFr 10:50AM - 11:50AM Stern Hall 303
MDSC 100-03 LEC (4949)	MoWe 1:10PM - 2:40PM GC 228 Gearan MDSC Classroom

Weekly Schedule ▶

Holds  
Advisor Hold   Details ▶

Enrollment Dates  
Open Enrollment Dates

Advisor  
Program Advisor   Details ▶