What everyone ought to know about INTO Connect!

Dr. Sumeeta Patnaik, Academic English Coordinator, INTO Marshall University
Michael Taylor, Systems Integration Manager, INTO Marshall University
Jaime Moore, INTO North America Director, INTO University Partnerships
Benjamin Flaig, Systems Administrator, INTO University Partnerships
Faculty Buy-In

- Keep faculty informed
- Have a contact available to help with technical issues
- Make sure issues are solved in a timely manner
- Maintain a constant presence on INTO Connect
- Make sure that consistent training is available when new widgets are added
- Make sure that guides are available online for faculty to use
Faculty Training

- Initial setup meeting
  - First time login
  - Faculty training on use
- Follow-up meeting
  - Administrators listen to faculty questions and concerns
  - Retraining on areas of concern
Functional Use of INTO Connect

- Attendance
- Faculty Notes
- Excused absences
- Final grades
Program Administration

- Setup completed at beginning of each semester
  - Michael – Add building, room, campus, teachers, students, courses, details of program
  - Sumeeta – Curriculum and Schedule/ Level course allocation
Meeting FERPA standards and institutional standards

- Access Governed by INTOCredentials
  - Prerequisite to receive – FERPA and GDPR Training
- Data Secured and Encrypted Upon Rest
- Role based Segmentation
  - Users only see data relevant to them
  - Limited # of Superusers
Costs of setup and maintenance

• Initial Costs -
  – Covers Unlimited Administrator Licenses
  – Unlimited Access To Relevant Modules
  – Unlimited Number of Customers

• Annual Maintenance -
  – Upkeep
  – Storage
Future Uses of the platform

- Transcripts and letters to sponsors
- Direct messaging to students
- Enhanced academic tracking
- Potential for new feature development
Official Transcript

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<th>ID Number</th>
<th>Date of Birth</th>
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*100 Maximum
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