

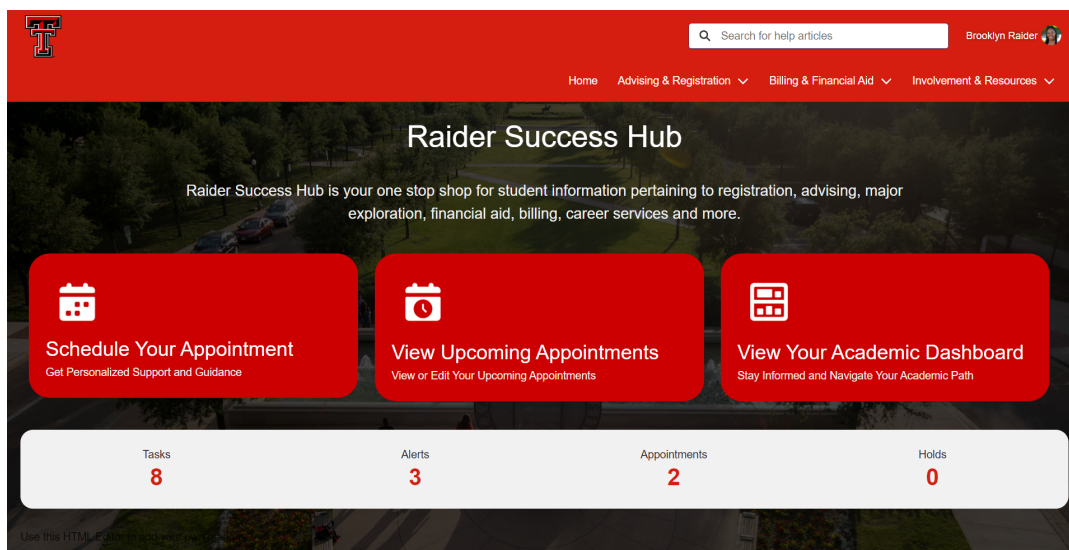


Raider Success Hub is an online platform that will guide your educational experience toward success by removing limits to when, where and how you are able to connect with your academic Success Team. You will be able to connect with Success Team members - academic advisors, success specialists, financial aid advisors and career advisors – to get the help you need when you need it. Read on to learn all the "Hub How-To's".

## HOMEPAGE

On the homepage, you can:

- Find out who is on your Success Team and view Success Plans.
- Schedule an appointment with your Success Team.
- Add notes or files to appointments scheduled in Raider Success Hub.
- View holds and alerts.
- Use the search bar to find help articles or view articles at the bottom of the page.
- Access important links and resources.



### Upcoming Appointments

# TOP MENU



Search for help articles

Brooklyn Raider

[Home](#) [Advising & Registration](#) [Billing & Financial Aid](#) [Involvement & Resources](#)

The top menu includes links to internal and external pages, a search bar, resources and access to your profile in Raider Success Hub.

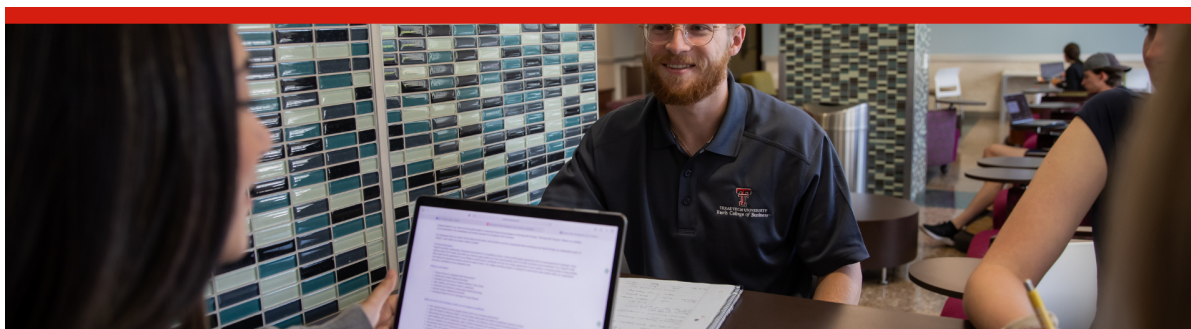
- Advising & Registration
  - Academic Advising\*
  - Registration\*
  - Course Catalog
  - My Academic Dashboard\*
- Billing & Financial Aid
  - Student Business Services
  - Important Billing Dates
  - eBill How-To Guides
  - Financial Aid & Scholarships
- Resources
  - Resource Library\*
  - My Student Involvement\*
  - Graduation\*
  - Blackboard

*\*Indicates a dedicated page within Raider Success Hub.*

## ACADEMIC ADVISING PAGE

On the Academic Advising page, you can:

- Use Quick Links to access DegreeWorks, Schedule Builder, view FERPA information and more.
- View and schedule an appointment with your Success Team.
- View and complete tasks on your Success Plan.
- View your alerts and holds.
- Use the **Make Appointment to Change Major/Minor button** to explore majors or minors and initiate the process of requesting an appointment with the appropriate change of major advisor.



### Academic Advising

[Schedule Appointment](#) [DegreeWorks](#) [Schedule Builder](#)

[Make Appointment to Change Major/Minor](#)

### Success Team



Success Team  
All Members



List

# REGISTRATION PAGE

On the Registration page, you can:

- Use Quick Links to access the Student/Registrar Dashboard, Registration information, Schedule Builder, your Degree Plan, Registration FAQs, Important Dates and more.
- View your class schedule, program enrollments, files and holds.
- Indicate you are not returning to Texas Tech.



## Registration

Schedule Appointment

Add/Drop Class

Schedule Builder

Registrar Dashboard

Important Dates

View Unofficial Transcript

My Degree Plan

My Holds

Hold Name	Description	From Date	To Date	Originati...
-----------	-------------	-----------	---------	--------------

I'm Not Returning Next Semester

Additional Resources

- Registration FAQs
- When Can I Register?
- Am I Ready to Register?
- Registration Errors Explained
- Look Up Classes
- Request Enrollment Verification

# RESOURCE LIBRARY PAGE

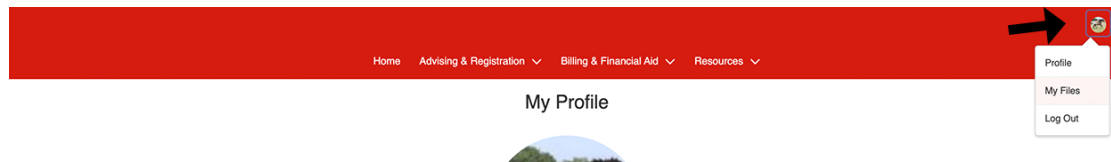
The Resource Library page includes links to important student resources and tools all in one place. Get quick access to external sites such as:

- Academic Coaching
  - Center for Campus Life
  - Find a Mentor
  - Library
  - Raider Red's Food Pantry
  - Student Disability Services
  - Student Health Services
  - Tutoring
  - Student Services
  - Raider Relief
  - University Recreation
- Campus Map
  - Campus Access & Engagement
  - Student Handbook & Code of Conduct
  - Student ID Cards
  - Student Wellness
  - Housing and Dining Support
  - Study Abroad
  - Undergraduate Research
  - University Career Center
  - Writing Centers of Texas Tech
  - Raider Safety

## THE STUDENT PROFILE

When logged in to Raider Success Hub, you are able to view your R#, major advisor, which academic program you are enrolled in and files that were uploaded to appointments in the Student Profile. This is also where you are able to opt-in to SMS messaging from Raider Success Hub.

After logging in to Raider Success Hub, click the **profile photo** in the upper, right-hand corner.



Choose Profile. ( Note: this is also how you can log out of RSH and view your uploaded files.)



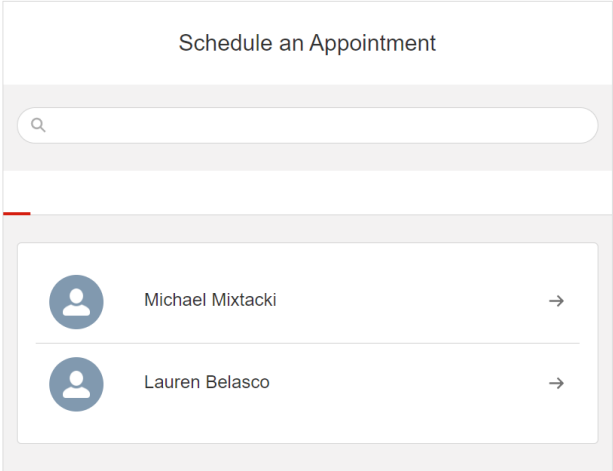
# SCHEDULING APPOINTMENTS

Scheduling appointments with your Success Team is easy and there are numerous ways to do it.

## Schedule Appointment Buttons

Students have access to two **Schedule Appointment buttons** at the top of the homepage.

When you click on the button, the Scheduling Wizard will walk you through the process of making the appointment. Recently viewed Success Team members will auto-populate the first screen and you'll have the ability to search for other Success Team members using the search tool.

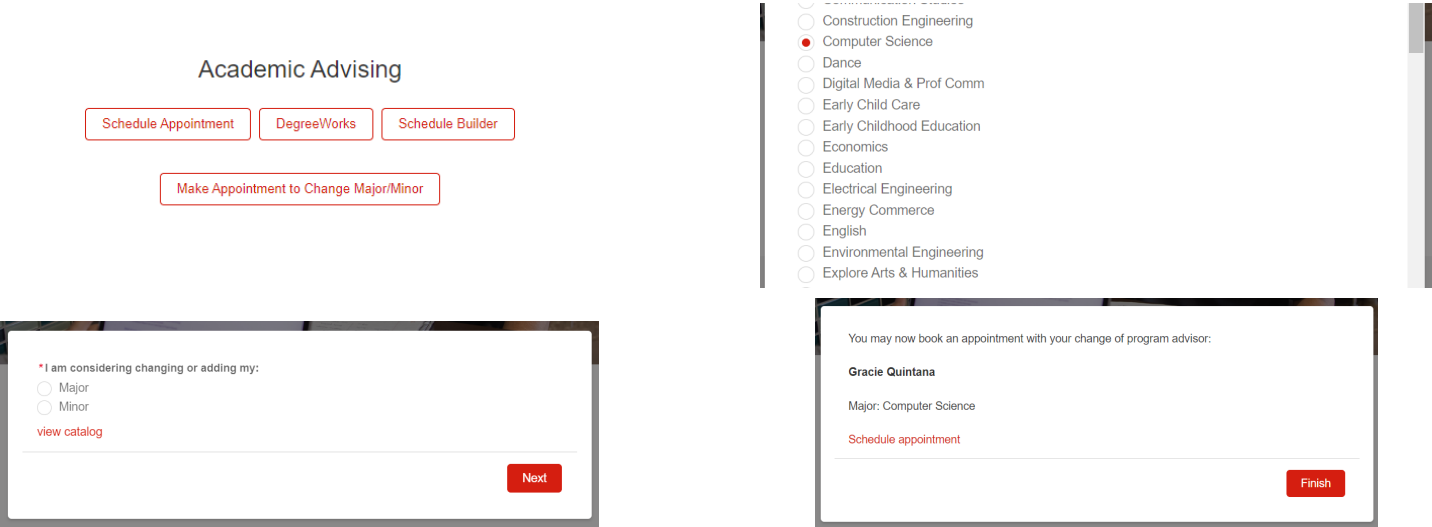


After choosing an available Success Team member, you'll be asked to choose a topic to meet about.

The next two screens provide details on the availability of the Success Team member and allow you to choose a date and time for the appointment as well as the modality of the appointment (in-person, phone, online). After confirming the details, the appointment is set!

## Make Appointment to Change Major/Minor Button

The **Make Appointment to Change Major/Minor button** is an exciting and unique feature in Raider Success Hub. The button, located on the Academic Advising page in RSH, guides you through the process of exploring available majors and minors, selecting a new major or minor of interest and then initiating an appointment with the change of major advisor.



# MANAGING APPOINTMENTS & TASKS

Appointments and tasks can be viewed and managed on the **homepage** of Raider Success Hub.

## Appointments


**Upcoming**, **past** and **cancelled** appointments can be viewed by switching between the tabs on the **homepage**. You are able to click on specific upcoming appointments to add notes or requested files to that appointment.

Upcoming

Past

Cancelled

DROP-IN APPOINTMENT



Change Major, Planning & Course Approval, Degree Audit

MONDAY, FEBRUARY 6, 2023

1:29 PM to 1:59 PM

Elvia Reyes

DRANE HALL 101

LUBBOCK


DRANE HALL 101

South Wing


## Tasks



















You can toggle between **Subject**, **Status**, **Priority** and **Due Date** tasks to view more information and mark tasks complete. If you need further details on specific tasks, click on the task underneath the **Subject column** to be directed to a screen that includes detailed information and notes about the task.

### Tasks

 Open Tasks ▾

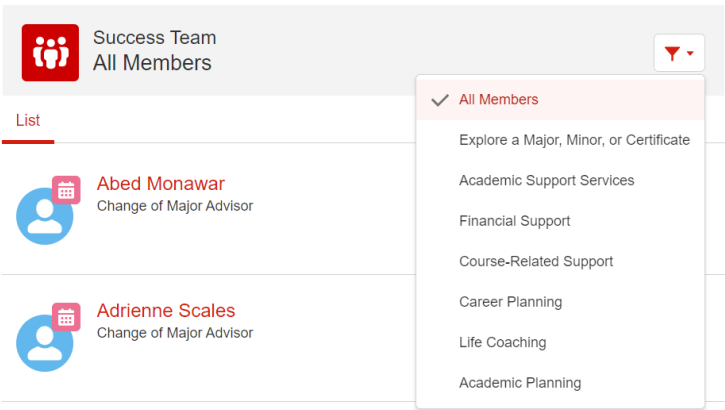
13 items • Sorted by Due Date • Filtered by My tasks - Closed, Recurring Parent



	Subject ▾	Status ▾	Priority ▾	Due Date ▴ ▾	
1	Review Your DegreeWorks Audit	 Not Started	Normal	7/28/2023	
2	Build Course Schedule	 Not Started	Normal	7/28/2023	
3	Schedule Appointment with Your Academic Advisor	 Not Started	Normal	7/28/2023	
4	Review Your Holds	 Not Started	Normal	7/28/2023	
5	Register for Classes	 Not Started	Normal	7/28/2023	
6	Test RSH Record Type Task	 New	Normal	7/28/2023	
7	Major Change	 Not Started	High	7/19/2023 	
8	Major Change	 Not Started	High	7/19/2023 	

# SUCCESS TEAMS & PLANS

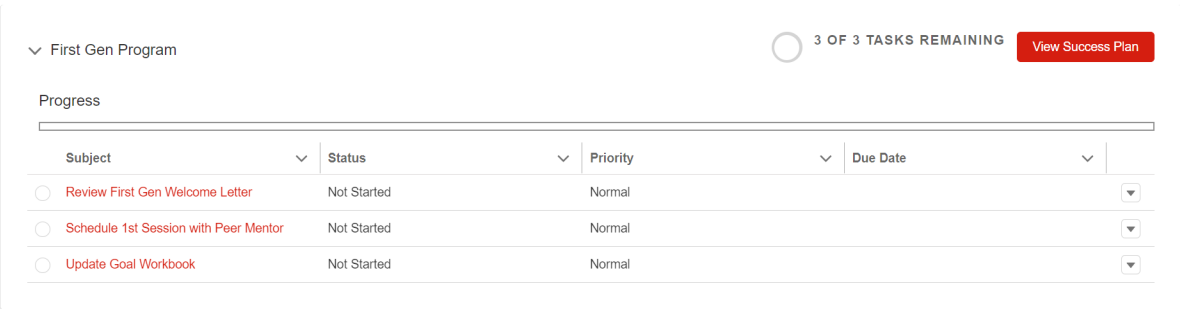
A **Success Team** may include advisors, success specialists, coaches, financial aid advisors, mentors, instructors and others that are responsible for supporting your academic success. The Success Team list can be filtered based on topic assignments.



You will be able to keep track of your academic expectations through assigned **Success Plans**. A Success Plan is made up of tasks that you need to complete to achieve certain goals.

## Viewing and Completing Tasks

You can view, complete tasks and track the progress of assigned Success Plans on the RSH **Academic Advising page**. Success plans can also be filtered based on topic assignments. You can also view the Success Plan on a screen of its own, by clicking the **red View Success Plan** button.



When an assigned task is clicked on, underneath the **Subject column**, you will be able to view specific, detailed information related to the task. This information may include:

- links to any related tasks
- appointments related to the task
- notes added by the student or Success Team member
- communication that has been sent via email or SMS message related to the task
- who assigned the task.

When you have an update to add or have completed a task, you can simply **click the circle** next to the task and indicate the update.

