

OnTrack for Student Success at Pace

OnTrack is an online tool that connects students to the Pace community – your Instructors, Advisor and student support services. We're using OnTrack to help you be successful, maintain your progress toward earning your degree from Pace, and provide you with a centralized resource to access support at Pace.

Access your OnTrack account today using your Pace Username and Password

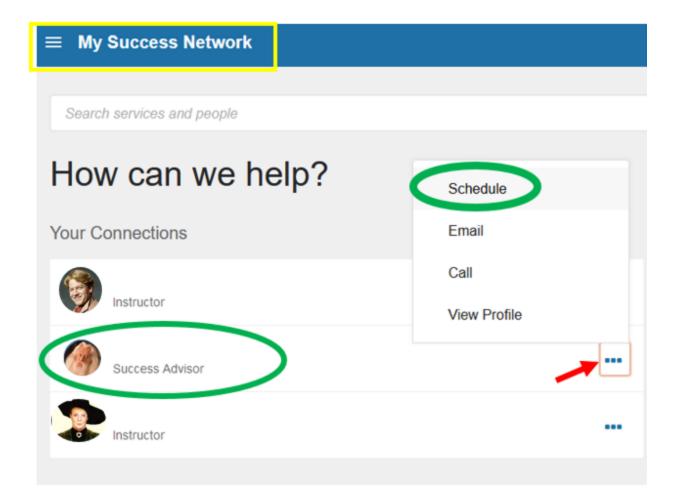
Every currently enrolled Pace student **automatically** has an account in **OnTrack** where you can:

- ♣ Access your Pace "My Success Network", which displays the people and resources at Pace who are ready to support you. Confirm contact information for each person and service in your Success Network here!
- ♣ Use the online scheduling feature to make an appointment with your Advisor if they are using the online appointment scheduling feature in OnTrack. You can also find your Advisor's contact information here to call or email them.
- Check your OnTrack **Dashboard** which highlights **items requiring your attention**, including any concerns or Kudos shared by your Instructors.
- **Explore Pace services, resources, support and information**.

Confirm who your assigned Advisor is (and their contact information) through your OnTrack account!

If your Advisor is using the online appointment scheduling feature in OnTrack, follow the instructions below to access your Advisor's availability and schedule an appointment through OnTrack:

- In your "My Success Network" view, look for your assigned Advisor beneath the "Your Connections" heading. Your Advisor will be listed as either "First Year Advisor" (for First Year students ONLY) or "Success Advisor".
- 2. Click on the three dots ("...") to the right of your Advisor's name and select the "Schedule" option to view your Advisor's availability and sign up for an appointment:



***If you **do not** see the "Schedule" option listed for your Advisor, they are not currently using the online appointment scheduling feature in OnTrack. **However, you can still use the Call or Email feature to connect with your Advisor** and request to arrange an appointment.

Access the following brief video from the makers of OnTrack ("Starfish") for step-by-step instructions on using the features in your "**My Success Network**" in OnTrack.