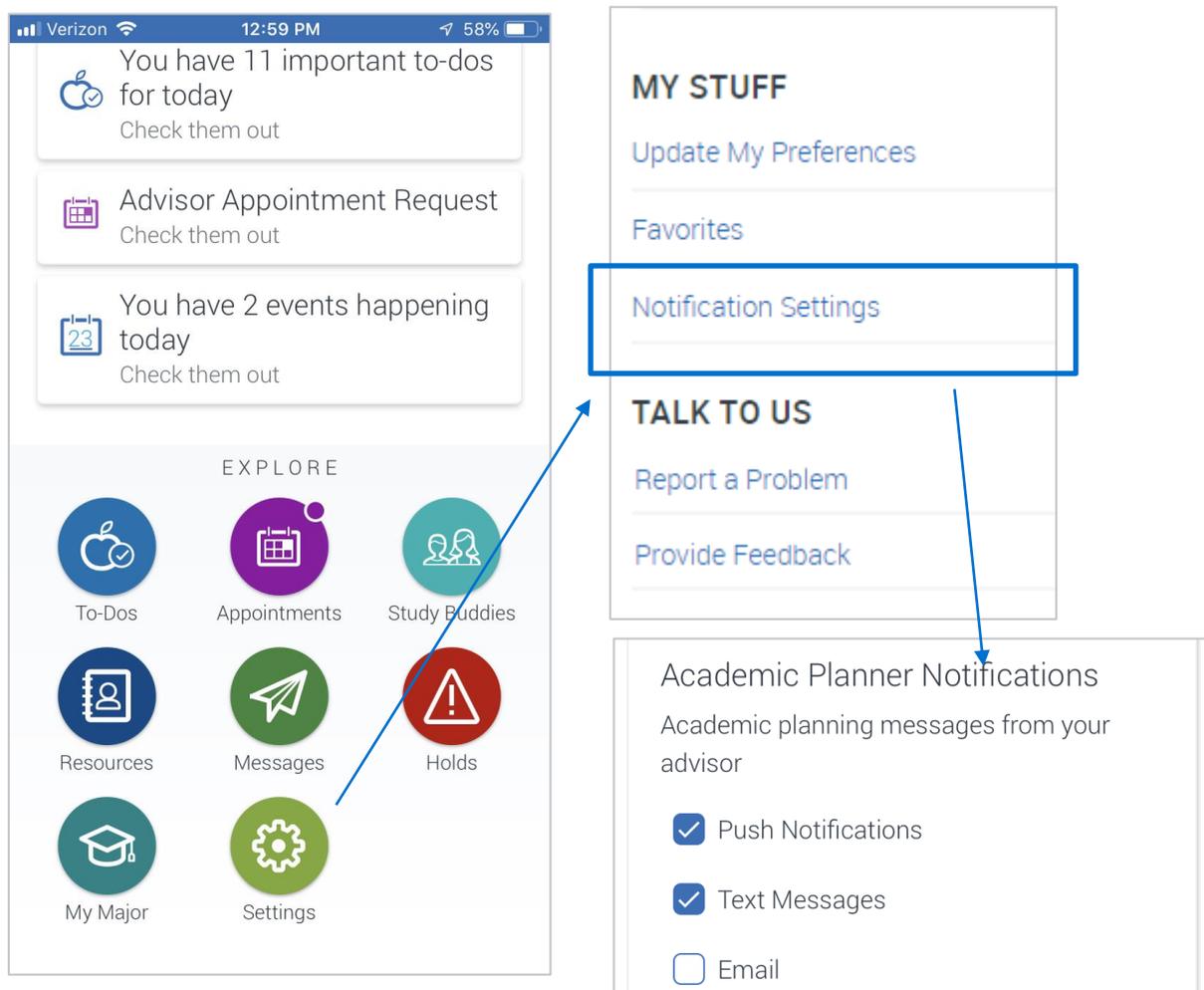


How to Enable Academic Planning Notifications

To get started login to the Navigate Student app on your phone or login to the desktop site with your university credentials: <https://k-state.navigate.eab.com/>

1. Go to the "Settings" button on your app or on the desktop site
2. Click "Notification Settings" and scroll to find "Academic Planner Notifications"
3. Select your preferred method of notification. Note: You can select as many notification methods as desired, but you will receive multiple notifications if you choose more than one.
4. If you select the "Text" option, ensure that your cell phone number is accurate in Navigate. You can do this by clicking "Edit Contact Information."

TIP: When you receive Academic Plan notifications, you will access the messages in the green "Messages" tab. To respond to feedback from your advisor, you will need to login to the Navigate Student desktop site.



The image shows a sequence of three screenshots from the Navigate Student app. The first screenshot is the home screen with an 'EXPLORE' section containing icons for To-Dos, Appointments, Study Buddies, Resources, Messages, Holds, My Major, and Settings. A blue arrow points from the 'Settings' icon to the second screenshot. The second screenshot shows the 'MY STUFF' menu with options: Update My Preferences, Favorites, Notification Settings (highlighted with a blue box), and TALK TO US (with sub-options Report a Problem and Provide Feedback). A blue arrow points from the 'Notification Settings' box to the third screenshot. The third screenshot shows the 'Academic Planner Notifications' settings page with three options: Push Notifications (checked), Text Messages (checked), and Email (unchecked).