

ONE.UF: STUDENT VIEW OF ADVISING NOTES

This instruction guide will walk you through the process a student goes through to view Advising Notes in ONE.UF.

NAVIGATION

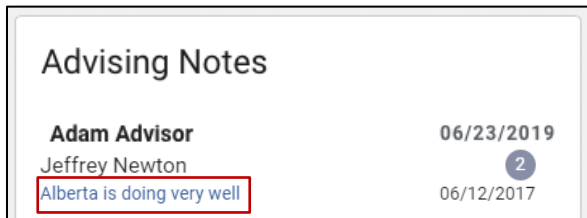
Students will use the following navigation to log into ONE.UF:

1. Go to the web address one.uf.edu
2. Click **LOG IN**
3. Click **Log in with GatorLink**
4. Enter **GatorLink Username and Password**
5. Click the **LOG IN** button

PROCESS

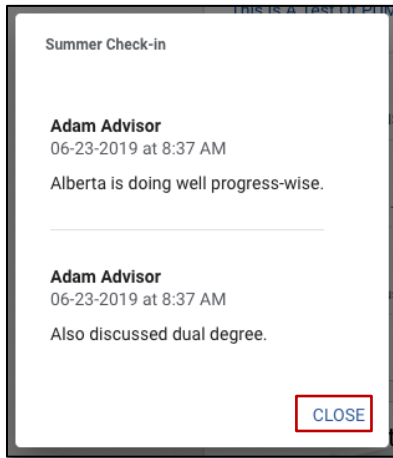
Students will use the following steps to view advising notes:

1. Scroll to locate the **Advising Notes** card in One.UF.
2. Click on the **Subject** of the advising note you would like to view.



3. Upon clicking the subject, a pop-up window will appear with detailed information about the note including who entered the note, the date it was entered, and the note itself.

4. Click the **CLOSE** button to close the note.



FOR ADDITIONAL ASSISTANCE

Technical Issues

The UF Computing Help Desk

352-392-HELP

helpdesk.ufl.edu

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