Faculty and Advisor Portal Overview  
The Fletcher School

Logging In
Access the iSIS Log In page at http://go.tufts.edu/isis

Enter your Tufts Username and password (the same as you use for your Tufts e-mail) and click “Sign In”. Your customized iSIS homepage will appear.

Access issues? Contact iSISSupport@tufts.edu. Username or password problems? Go to http://tuftstools.tufts.edu/.

The log-in takes you directly to your individualized iSIS homepage:

- Links to TUSK and/or Trunk, depending on your School.
- Brings you back to your home page from wherever you are in iSIS.
- Icons link to class & grade rosters (grade rosters available during grading periods only).
- My Schedule: Shows schedules for classes listed in iSIS for which you are faculty of record.
- My Advisees: Lists all students for whom you are listed as Advisor.
- Link to Tufts news, articles specific to your school, or a calendar of events from Tufts Now.
View Your Class Roster

From the My Classes box on your iSIS Homepage, you can access the class rosters for all of your classes for the current and any future terms, as well as for recently finished terms.

Click to expand the appropriate class.

Then, click the people icon to access the class roster for that class. The Class Roster page will appear.

To view the class roster with student photos, select the Include photos in list checkbox.

Or, to view the photo for one student on the roster, click the link in the photo column.

Click here to view a printer friendly version of your class roster.

When viewing the roster with photos, ISIS will default to showing one student at a time. Use the arrows or click View All to view the entire class roster.
My Advisees

All of your current advisees appear on the Advisees list.

<table>
<thead>
<tr>
<th>NAME</th>
<th>TERM</th>
<th>UNITS</th>
<th>CLASS</th>
<th>PLAN</th>
<th>APPROVE</th>
<th>ON LEAVE</th>
<th>E-MAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ocampo, Joseph</td>
<td>2014</td>
<td>0</td>
<td>Graduate Year 3</td>
<td>Hlth Svcs Mgmt &amp; Policy (MPH)</td>
<td>Approved</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lin, Amy</td>
<td>2013</td>
<td>0</td>
<td>Graduate Year 2</td>
<td>Biomedical Sciences (MES)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kinostroza, Gretchen</td>
<td>2014</td>
<td>0</td>
<td>Graduate Year 6</td>
<td>Hlth Svcs Mgmt &amp; Policy (MPH)</td>
<td>Approved</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tameshiko, Maoi</td>
<td>2014</td>
<td>0</td>
<td>Graduate Year 3</td>
<td>Hlth Svcs Mgmt &amp; Policy (MPH)</td>
<td>Approved</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jactoniah, Elou</td>
<td>2014</td>
<td>0</td>
<td>Graduate Year 3</td>
<td>Hlth Svcs Mgmt &amp; Policy (MPH)</td>
<td>Approved</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Arrows allow sorting of the list. To sort on multiple fields, click on the arrow under the field, hold the shift key and select the second column to sort by.

Use the check boxes to e-mail one or more students via Outlook.

Quick tip: use these boxes to select all!

You can ignore this. Some schools require faculty to approve students for registration.

Questions? Please contact the Fletcher registrar’s office.

Email: FletcherRegistrar@Tufts.edu
Phone: 617-627-3055

Or contact Nora McMillan at Nora.Moser@Tufts.edu