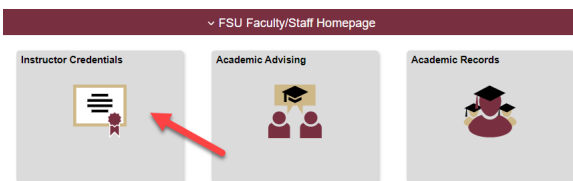# Introducing the Instructor Credentials Tile!

What's New to the ICS?

We've made accessing the ICS easier with the new Instructor Credentials tile! The tile serves as your personal gateway to all your ICS operations so you no longer have to use the NavBar to locate what you need.
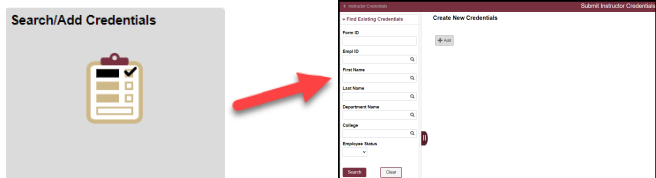
About the Tile

Instructor Credentials Tile: Location and Permissions

The new Instructor Credentials tile is located on the FSU Faculty/Staff Homepage in Student Central. If you already have an ICS security role, there is nothing that you need to do—you will already see the tile. Simply click on it to enter.
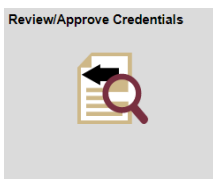

Sub-Tiles and Permissions

Housed inside the Instructor Credentials tile are sub-tiles that have been created to assist you with your ICS tasks. Each sub-tile is accessible based on your ICS security role(s). If you see it, you have access to it!

Outstanding Instructors

The Outstanding Instructors tile is a reporting dashboard that reports on instructors (by department) who do not have an approved profile on record. The dashboard is accessible to anyone with an ICS security role.

Search/Add Credentials

The Search/Add Credentials tile is intended for department reps and serves as a quick link to the Submit Instructor Credentials page where you can search existing profiles or create a new profile. Approvers also have access to this tile.

Review/Approve Credentials

The Review/Approve Credentials tile is available to approvers only. The tile includes a Welcome page and the administrative search page that can be used to access all University forms (including ICS profiles) for which you are listed as approver.

Query

The Query tile provides quick access to the Query Viewer and Query Manger pages where you can run or create reports available in Student Central. This tile is accessible to anyone with an ICS security role; access to the query pages within the tile are based on your security to those pages.