



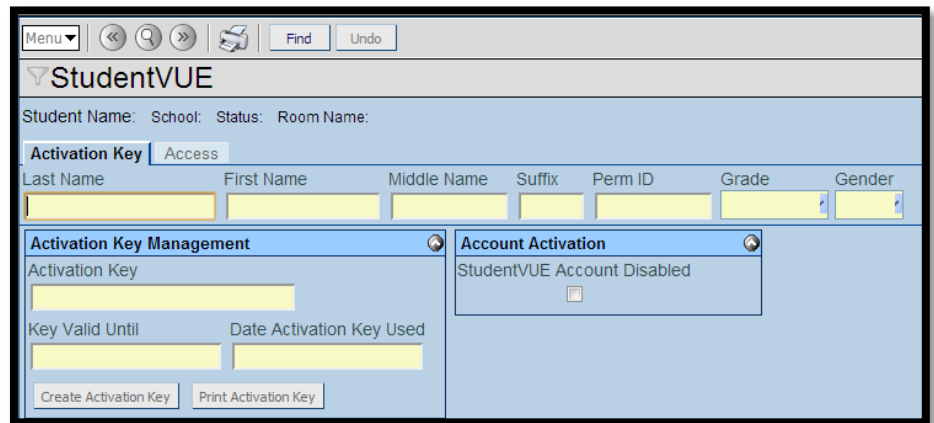
Target Audience(s): Administration, Office Staff

Synergy: Viewing StudentVUE

In this tip sheet, users will learn how to view a student's StudentVUE account via Synergy SIS. This can be helpful as it allows staff to check what is being posted to StudentVUE from the Grade Book and Synergy SIS.

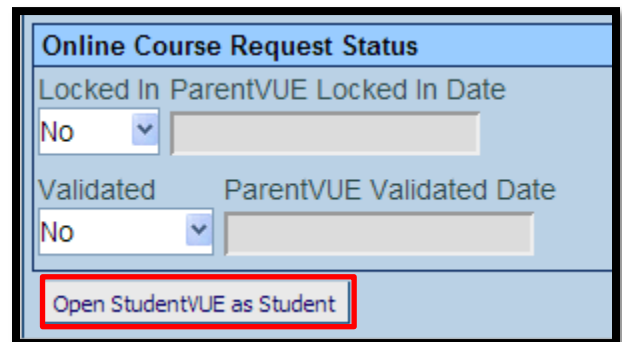
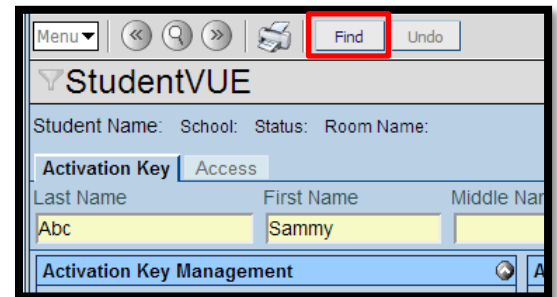
STEP ONE: OPEN STUDENTVUE.

- Log into **Synergy SIS**.
- Open **StudentVUE** via the Navigation Tree (SIS> Student> StudentVUE), Menu Bar, Quick Launch, or Quick Nav.
- The StudentVUE screen will appear.



STEP TWO: OPEN STUDENTVUE.

- Find the student you wish to open StudentVUE for by entering the search criteria and selecting **Find**.
- Once you are on the student record, scroll down to the button entitled **Open StudentVUE as Student** and select it.



- The StudentVUE screen will appear.

The screenshot displays the StudentVUE web application interface. At the top center, there is a logo for "Training Database" featuring a hand holding a pen. Below this, a navigation bar includes tabs for "Home", "Streams", and "My Account". On the right side of this bar, there are links for "Help" and "Close", and a personalized greeting: "Good morning, Sammy Abc, 12/3/2013".

On the left side, a vertical menu lists various application features: Calendar, Attendance, Class Websites, Conference, Course History, Course Request, Discipline, Fee, Grade Book, Health, Report Card, School Information, Student Info, and Digital Locker.

The main content area is titled "Recent Events" and contains a placeholder for a user profile picture (a blue and orange icon). To the right of the icon, the text reads: "Sammy has no recent events to note at this time" and "Home School: TEST HIGH SCHOOL".

At the bottom of the page, there are links for "Close", "Contact", and "Privacy".