EAB Navigate Student Quick Start Guide

Download Navigate Student from the App Store for Mobile Use.

You can search for Navigate or Navigate Student in your App Store. Once you download the app Search for your institution's name in the dropdown menu. Use your institution's login credentials to log in via Single Sign On.

Use Navigate on your desktop web-browser for Web Based Use

Access your institutions Navigate Student Experience on the Desktop at https://gatech.navigate.eab.com . Note that this experience does not require an additional download onto your computer.

If you have any trouble logging in, please reach out to the Georgia Tech Support Desk by submitting a ticket at https://tinyurl.com/GTNavigateSupport

Make an Appointment

To schedule appointments, click the purple **Appointments** icon on the left navigation menu and answer questions about your preferred service, date, time, and location.
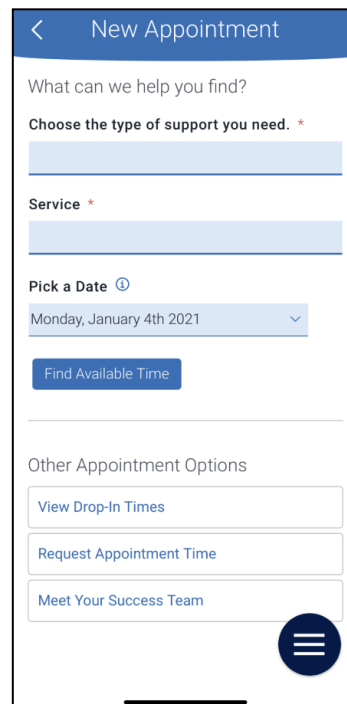
Other Appointment Options

You can also view available drop-in times or request appointment times for your preferred service.

Appointment Invitations

Your Success Team (e.g., assigned advisors, instructors) may also request you meet with them. When this happens, you receive an appointment invitation where you only need to choose a time that works for you!

Set Up Notifications

1. Choose the **Account** button on your app or on the desktop site.

2. Select **Notification Settings**.

3. Select your preferred method of notification. **Note:** You can select as many notification methods as desired, but you 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 choosing **Edit** next to *Add Your Phone Number*.

Notification Settings

Update Your Contact Information

Add Your Phone Number   Edit

Upcoming To-Dos and Events
    Text Messages   On
    Email   Off

Personal Reminders
    Text Messages   On
    Email   Off

Academic Planner Messages
    Text Messages   On
    Email   Off
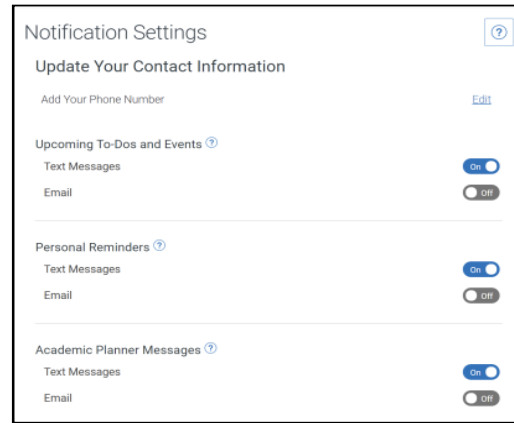
My Docs

Here you can see Appointment Summaries, Notes and/or Progress Reports that have been shared with you by your Success Team. You can see reports that were created after your school enabled this feature that you have permission to see. Reports are hidden 180 days after they are created.

Resources

See a list of important services and locations on campus. The **People** tab shows a list of your assigned staff, e.g., advisors and instructors. Click the heart icon to favorite a resource. You can find your favorites in **Settings > Favorites**.

View Your Class Schedule

See your course schedule at a glance or get additional details such as meeting time, location or instructor.