

AP Navigate: Raise Hand – Student Guide

What is Raise Hand?

A **Raise Hand** is an electronic way to reach out to advisors, instructors, or support staff when you're facing academic or personal challenges.

When Should You Use Raise Hand?

Use the Raise Hand feature when you:

- Feel overwhelmed or stressed
- Are struggling in a class
- Need help finding campus resources (tutoring, financial aid, etc.)
- Have a question but aren't sure who to ask
- Are facing a personal situation that might affect your academics

Will Anyone Else See My Raise Hand?

No. Only appropriate staff or faculty who are assigned to support you (like your advisor) will see your alert. It is kept confidential within student support services.

What Happens When You Create Raise Hand?

- Your **advisor or assigned support staff** will review your submission.
- You may receive a **message or phone call** to discuss the issue further.
- In some cases, a **referral** to a specific campus service (e.g., tutoring, counseling) may be made on your behalf.

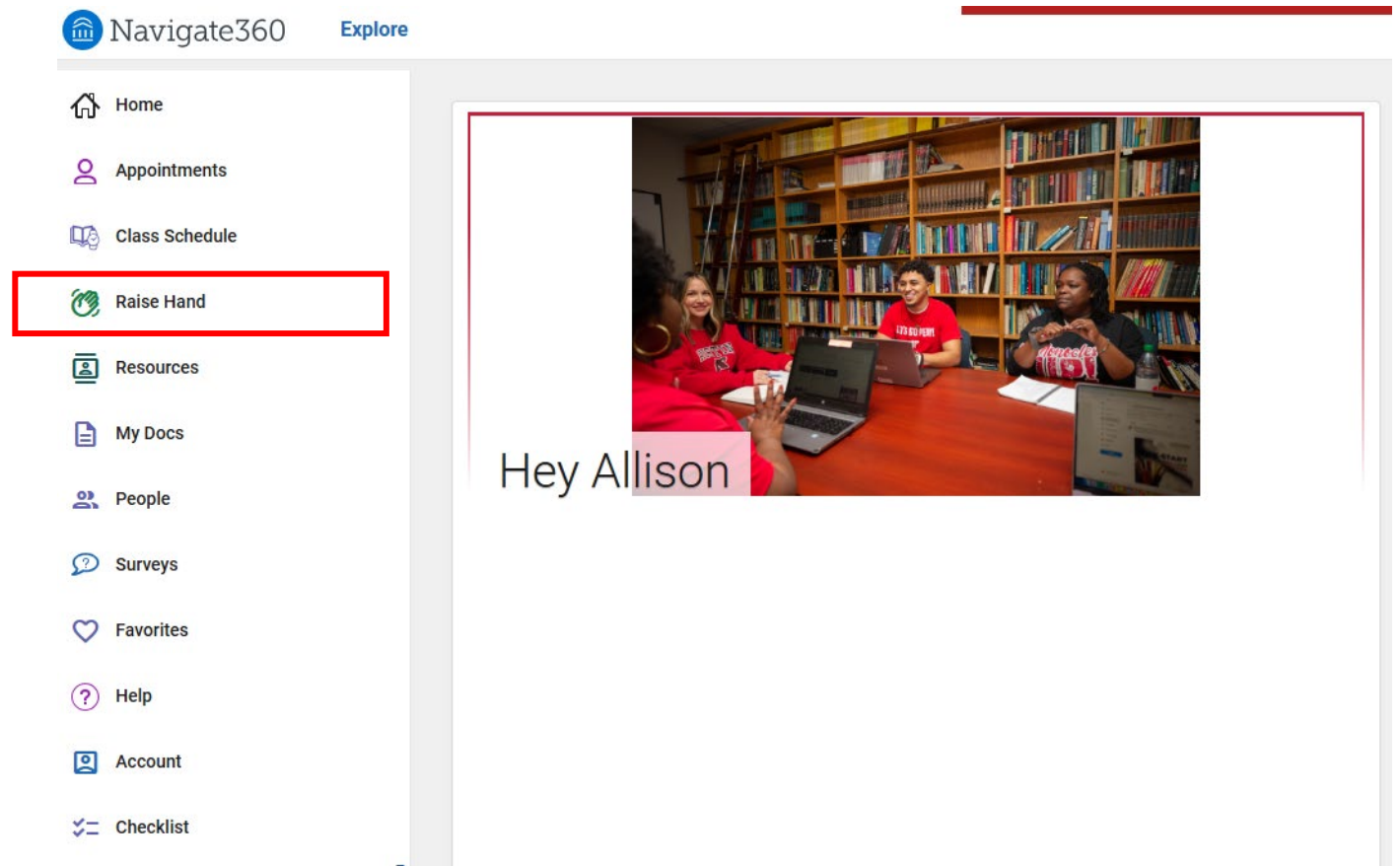
You can see any updates in your Navigate dashboard — including appointments, messages, and tasks added by your advisor.

How to Submit a Raise Hand

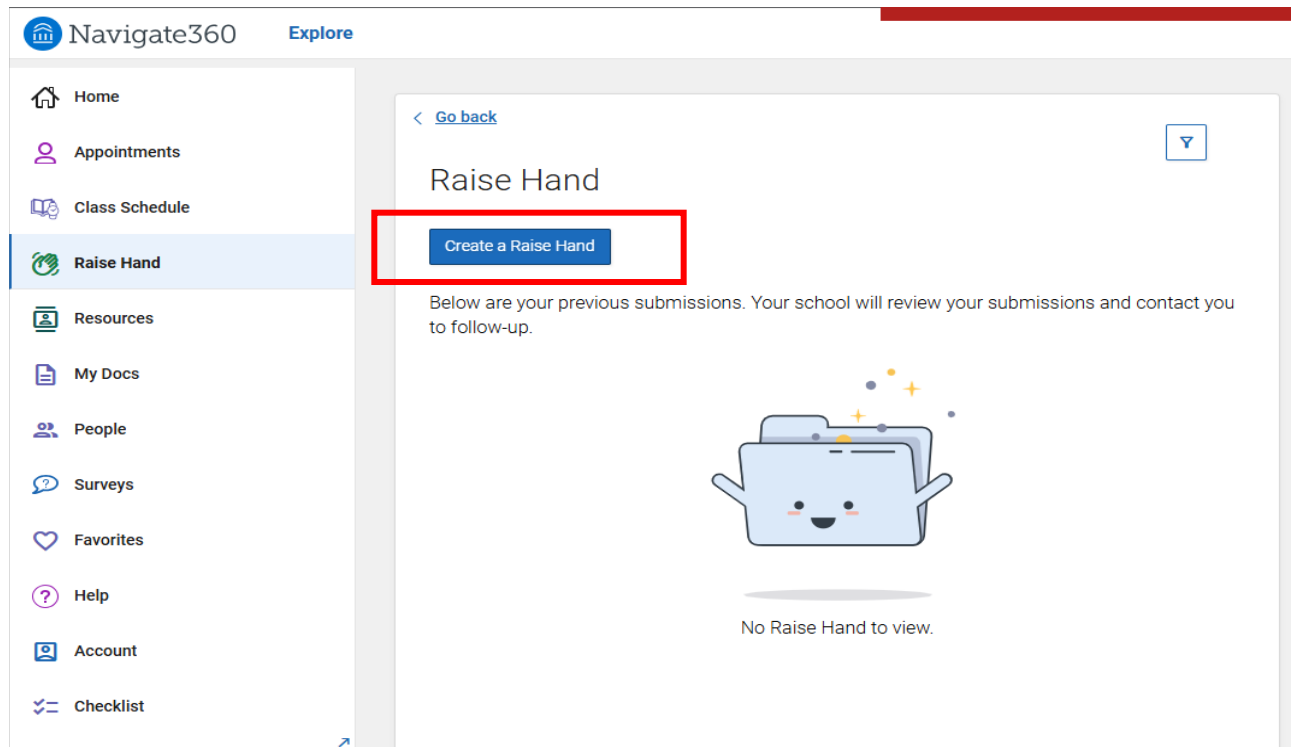
1. **Log in** to your Navigate student dashboard via OneStop by clicking APNavigate.
OR,
Use your APSU email and OneStop password.

Link: <https://apsu.campus.eab.com/>

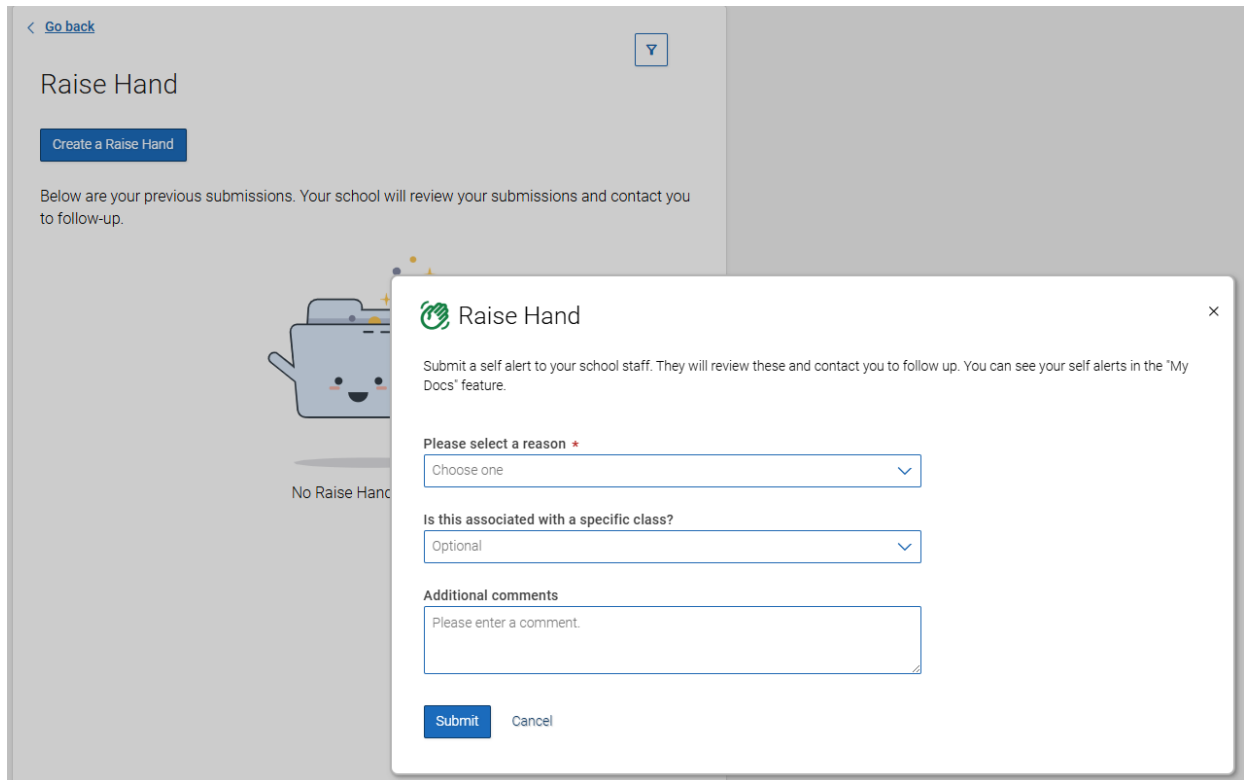
2. Click on **“Raise Hand”**.



3. Click **“Create a Raise Hand”**.



4. Choose the reason that best matches your concern (e.g., Academic Support, Mental Health, Financial Help).



The screenshot shows a web page titled "Raise Hand" with a "Go back" link and a "Create a Raise Hand" button. Below the button, text states: "Below are your previous submissions. Your school will review your submissions and contact you to follow-up." A modal window is open, titled "Raise Hand" with a close button (X). The modal contains the following text: "Submit a self alert to your school staff. They will review these and contact you to follow up. You can see your self alerts in the 'My Docs' feature." It includes a dropdown menu labeled "Please select a reason *" with the option "Choose one". Below that is another dropdown menu labeled "Is this associated with a specific class?" with the option "Optional". There is a text area labeled "Additional comments" with the placeholder text "Please enter a comment." At the bottom of the modal are "Submit" and "Cancel" buttons.

5. Optionally, write a short message describing your situation in the **Additional Comments** box.
6. Click **Submit**.

Additional Information

Using the **Raise Hand** feature is a proactive step toward success. Don't hesitate to reach out — support is always available.

Contact for Help: Email us on navigate_support@apsu.edu

Platform: AP Navigate