QBioS :: Advisor Login instructions

1

Access the login page at: http://qbios.gatech.edu/user, then to click the **GT USERS LOGIN HERE** button. Use your GT credentials to login.

2

If you have not recently logged in to the QBioS page, you might see this screen. Click **LOG in**:

3

Then you will be asked to enter your GT credentials (if you are not are not currently logged into a GT login session):

4

Once logged in, hover over the Resources button and From there, click the Manage Student Tracking button.
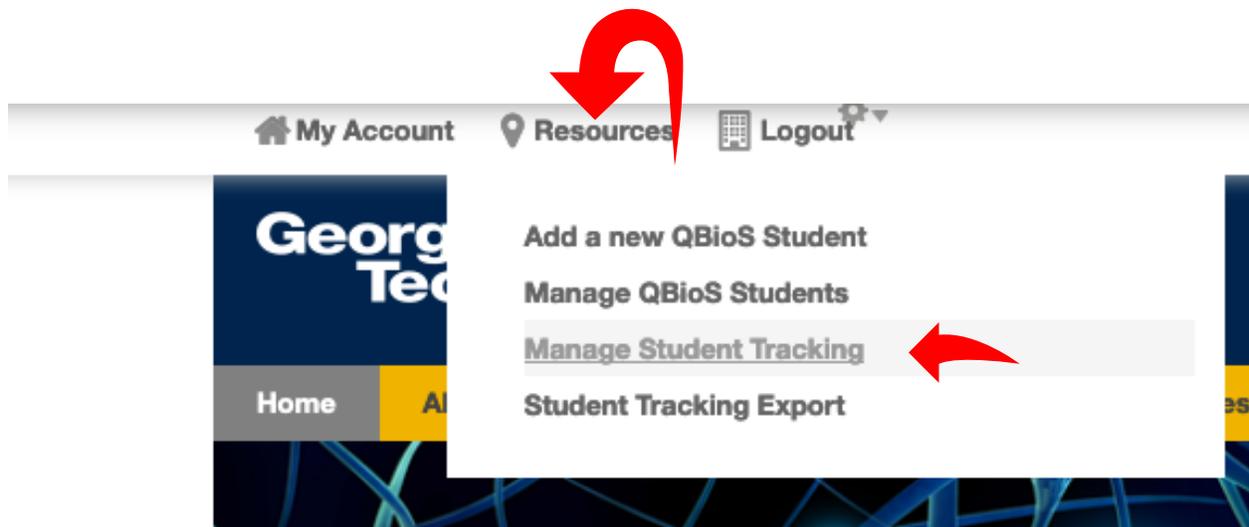
5

To search for your advisee, Enter the first and/or last name of your advisee and hit Apply.

QBioS Student Tracker

First Name

Last Name

Apply

6

Click the **Approve/Comment/Edit** button for the student you are advising or to edit their profile.

Test Student
Enrollment Date:
Monday, August 22, 2016
Advisor
tstudent3
Comments:
Student Submitted:
Yes

Approve/Comment/Edit

7

To approve the student profile, scroll to the very bottom of the form and in the "Advisor Approval" section, click YES. If you do not approve, click NO and add comments for the student to follow.

▾ **ADVISOR APPROVAL**

Approve

◯ N/A

◯ Yes

◯ No

Student Submitted

Yes ⬍

Comments

8

Answer the Captcha math question and then Hit Save at the bottom of the profile page.

One you save the students profile, a notification will be sent to the student

For any problems or questions with the tracking profile process, please contact Tim Whelan, 5-2262 or tim.whelan@ibb.gatech.edu.