

# Review Appointment Notes

Step	Directions
1	Click the  in the top left-hand corner of your Starfish homepage and click <b>Students</b>
2	Click the <b>My Students</b> tab at the top
3	Under <b>Connection</b> , select the most relevant connection for which you wish to review appointment notes for
4	Under <b>Term</b> , select the current term
5	Click the <b>student's name</b> to open their student folder
6	Select <b>Meetings</b>
7	Click the <b>(+)</b> icon in front of the appointment you wish to view to see additional details