View Meeting Notes

Step	Directions
1	Click the  in the top left-hand corner of your Starfish homepage and click **Students**
2	Click the **My Students** tab at the top
3	Under **Connection,** select the most relevant connection you wish to review meeting notes for
4	Under **Term**, select the current term
5	Click the **student's name** to open their student folder
6	Select **Notes**
7	Click the **(+)** icon in front of the appointment you wish to view to see additional details
Note: Tracking item information is also viewable in this tab	