## Starfish: Your Success Network! Get a head start by setting up your Profile NOW!

Starfish provides you with a central location to connect to the people and services that can help you be successful at Herkimer College! You can log in to your Starfish account by going to MyHerkimer (https://www.herkimer.edu/myherkimer). You will need your Herkimer username and password to log in. Once you have logged in, look for the circle with the Starfish logo and name.

Your **Home** page includes access to a customizable profile and personalized channels that make it easy to schedule the dedicated time you need with your instructors, advisors or counselors. Starfish can also help you manage the steps you need to take to stay on track and meet your goals.

Setting up your profile **NOW** is the first step towards **SUCCESS** at Herkimer College! Your profile lets instructors and advisors know who you are and how to contact you. It also gives you control over how you wish to receive emails.

To get started Click your name in the top right corner of your **Home** page to open your profile.

From here, you can customize your profile by uploading a photo, setting appointment reminders, and adding a secondary email address for receiving Starfish emails (e.g. your mobile phone).



Police Print	FERPA standards protect student data.			
	Randi Albright	t	[Lest login: 13:19 28-04-2015]	
	Contact Information			
	Login	pgretich		
	Institution Email	ralbright@exellenc.edu		
	Alternate Email		0	
		All notifications will be sent to your institution email address.		
	Email Preference	Also send notifications to my alternate email address		
	Phone	888-555-1212		
	mobile			
	Video Phone			
	Time zone	(GMT-05:00) Eastern Time	v	
		Display all time zones		
	Weekly Updates  Send me a weekly:	S status update about My Success Network		
	Reminder Prefe	rences		
	Email me 15	minutes before the start of an appointment		
	Email me at 1200	the day of an appointment		
Required fields			Never Mind Submit	

To have Starfish emails sent to your mobile phone (in addition to sending to your primary institutional email address):

Alternate Email 4445551234@vtext.com mobile Users @

Enter the *email address* of your mobile phone in the **Alternate Email** field. This address will be a combination of your

mobile Users: Read more details.

phone number plus carrier information. Click the more information icon ( ?) for a list of common carriers and email

address formats:

Click the Both radio button associated with "Send my correspondence to".

Once you have made your desired changes to your profile, click the **Submit** button to save your updates. **You are now on your way to a successful journey at**Herkimer College! We encourage you to discover all the resources Starfish has to offer before you start classes!

Institution Email
 Alternate Email

If you're having difficulty logging in, please contact the Help Desk at help@herkimer.edu or 315-574-4021.

