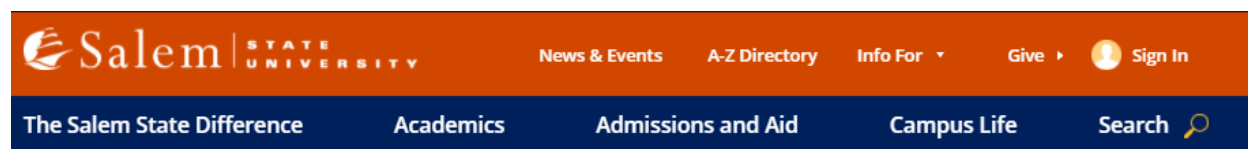


## Navigate, Student Employee Instructions

### Login for Student Employees

Beginning fall 2020, the roles of student and student employee were separated in Navigate. Student employees now have their own login and email address, separate from their student account. Students who are student employees should keep their two personas (student and student employee) separate. All student employees will log in to Navigate using their student employee account.

To access your Navigate student employee account, you will need to sign into the Salem State Network (using Single Sign-On) from salemstate.edu.



After you are signed into the Salem State Network, click on the Navigate Student Success Platform tile and you will automatically be signed into the staff side of Navigate.

- Info For > Faculty and Staff > Navigate Student Success Platform.

If you are not signed into the Salem State Network (and open Navigate), you will be taken to the student Desktop version of the Mobile App.



What's the difference?	
Student Account	Student Employee Account
<ul style="list-style-type: none"> <li>• As a Salem State student, you will always have a student account, even after you graduate.</li> <li>• Your student account is tied to your academic, financial, and registration records.</li> <li>• Your student account will never change.</li> </ul>	<ul style="list-style-type: none"> <li>• Your student employee account is temporary and is based on your employment with the university.</li> <li>• This account is created when you are hired in SEO and deactivated when your employment ends.</li> <li>• Your student employee account is tied to your Salem State SEO/HR record(s).</li> <li>• When your student employee account is deactivated, you will lose access to any Salem State systems that require a stu_ login.</li> </ul>
Student Account Username & Email	Student Employee Account Username & Email
<ul style="list-style-type: none"> <li>• S0123456@salemstate.edu</li> <li>• f_lastname@salemstate.edu</li> </ul>	<ul style="list-style-type: none"> <li>• stu_lastname@salemstate.edu</li> </ul>
Student Platform	Faculty/Staff Platform
<p>Desktop Version of Mobile App.</p> <p>If you see this screen, you are signed in with your student account.</p>	<p>Only faculty/staff have access to this system.</p>