



Setup Your Profile

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 messages.

1. Click your name, top right corner of your **Home** page to open your profile.
From here, you can customize your profile by setting reminders and updates.



TIP: We recommend putting your **Framingham State University** email on your mobile phone as its own mailbox.

2. **Text Messages:** to have Starfish send text messages to your mobile phone:
 - Enter the **address** of your mobile phone in the **Text Address** field. This address will be a combination of your phone number plus carrier information. Click the mobile icon for a list of common carriers and address formats.
 - Check off the box for **“Also send notifications to my text address”**
 - Select your **weekly updates**
3. Click submit when your changes are complete

Contact Information

Login:

Institution Email:

Text Address:

All notifications will be sent to your institution email address.

Email Preference: Also send notifications to my text address address

Phone:

Cell Phone:

Video Phone:

Time zone:

Display all time zones

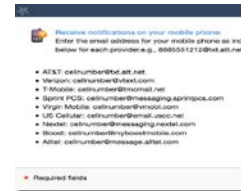
Weekly Updates

Send me a weekly status update about My Success Network

Reminder Preferences

Email me minutes before the start of an appointment

Email me at (the day of) an appointment



Phone Number Changes: you cannot change your phone numbers within Starfish. If you need to update these numbers you need to either complete the Biographic Data change form or email the Registrar from your FSU email address to request the change at registraroffice@framingham.edu . Once updated, Starfish will read your corrected information within 24 hours.

