## How do I make notes on a Students DegreeWorks audit?

	1.	Select the menu button	then	1a. Select <u>Notes</u>	
The state of the s	WORKSHEETS	DEEPTIDAS ADMIN LINKS		Windows Restriction and Land	
		Worksheets   Data withinking 60020051153 MM 25	8	Worksheets	
		Intertify Normality   00000000 X   Advanced search Modelskory, Miller   College Modelsky Instatus Lang, Pageara Water of Acts: Turnisation Majors Turnisation and Interpreted	Degree Musseer of Arts nr, Translation & Localization Mgt	Name 1: Name Name Name Name Perform Perform Perform Name Perform Name Nam Nam <td></td>	
		Generaturalien Ohinese - English Generpus/Dean Dean Unasigned, Dean Unasigned Admit Term Foll 2005 - 1 Addisor Charles Cal	IIS Expected Goad Term Fall 2025 - MIIS	Concentration Officer-English Computifican Den Unstitynet, Den Unstitynet, Mehrit Term Fol 2025-1405. Bapetet direct Farm Fol 2025-1405. Mehrer Carles Gil	

2. Any previous Notes will appear, click on the **menu button**. You can select **View, Edit, Delete or Add** <u>a New Note</u>.

tes	
tes will be available to Students and other Faculty/Si	taff once saved. Please keep notes brief
r solely related to advising and/or degree progressic	in and in accordance with rekerk.
reated on 10/15/2024	
y Hoff, Kerrin	View note
est note for view purposes	Edit note

3. Add New Note, enter Note text press "Save Note" 3a. Prompt to "Add a



4. Notes appear at the bottom of the students worksheet