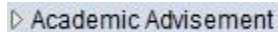


Viewing the Final Degree Progress Report through Administrative Navigation

1. Click the **Academic Advisement** link.



2. Click the **Request Advisement Report** link under **Student Advisement**.



3. Click the **Find an Existing Value** tab.



4. Enter the student's SMU ID number.

5. Select SMETH for the **Academic Institution**.

6. Select a **Report Type**.

Select FINAL report for Undergrad students or FNLGX report for GCOX students.

7. Click the **Search** button.



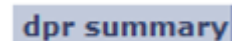
8. The Report Request page appears on the screen.

9. To view the Interactive DPR, click the **View Report** link.



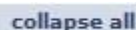
10. The student's Interactive Degree Progress Report appears on the screen.

11. To view the Undergraduate Summary Report, click the **dpr summary** button.



12. The student's Undergraduate Summary Report is now displayed. Scroll down to view the entire document.

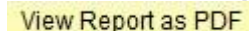
13. To view DPR as a PDF, click the **collapse all** button back on the Interactive DPR.



14. Click the **Return to Report Request** link.



15. Click the **View Report as PDF** button.



16. The student's Degree Progress Report is now displayed. Scroll down to view the entire document.

17. **End of Procedure.**

Note: For additional assistance please contact Academic Advisement Module Team at DESAA@smu.edu.

Related Tutorials:



Understanding the Degree Progress Report

Understanding the Undergraduate Summary Report

