

View and/or Print Smart Sheet (aka. Degree Progress Report) CHEATSHEET

Basic Navigation

Home > Self Service > Student Center


FYI...

SMART = Southern Miss Advisement and Registration Transcript

Step 1: Select Report to Run

1. Click on the [Degree Progress](#) link.

Step 2: Define Report Parameters

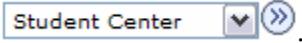

1. Academic Institution: Select "Univ of Southern Mississippi."
2. Report Type: Select the appropriate advising report (Undergrad or Grad).
3. Click on the  button.

****NOTE:** The system will automatically begin the report process. This means it will display "Processing" for a while. Please be patient and do not press other buttons until the SMART sheet displays.

Step 3: View or Print Report

You can either view the SMART sheet or you can print it.

To view:

- a. View until you heart's content.
- b. Click on the [Return](#) link at the top or bottom of this report to return to previous page.
- c. On this page, select location where you want SOAR to go using the drop-down box .
- d. Click the  button.

To print:

- a. In SOAR, choose to "Print Preview."
- b. Be sure the content field is set to "Only the selected frame."
- c. Choose to print.