

# eProgress Quick Reference

## How to run & view a PROGRESS report

- Go to **LoboWeb**
- Click "**Faculty & Advisors Menu**"
- Click "**e-Progress**"
- Click "**Submit an Audit**"
- Select term and "**Submit**"
- Enter student's UNM ID and click "**Submit ID**"
- Click "**Run Audit**"
- Click the link to "**View Submitted Audits**"
- Click "**Refresh the List**" (only if the new audit does not appear automatically)
- Click the **View Link** labeled with the student's current program to view

Notes: