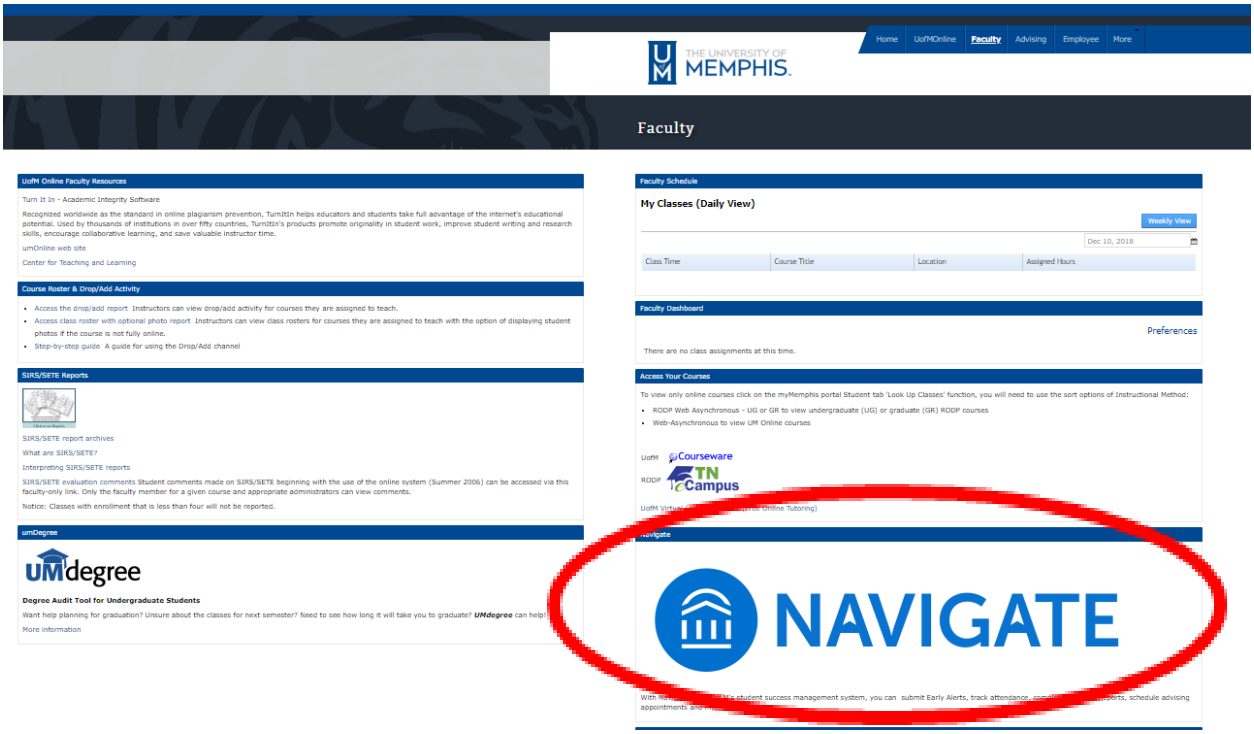
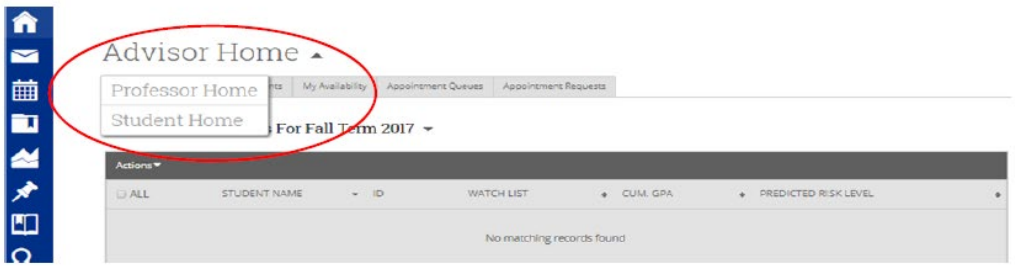
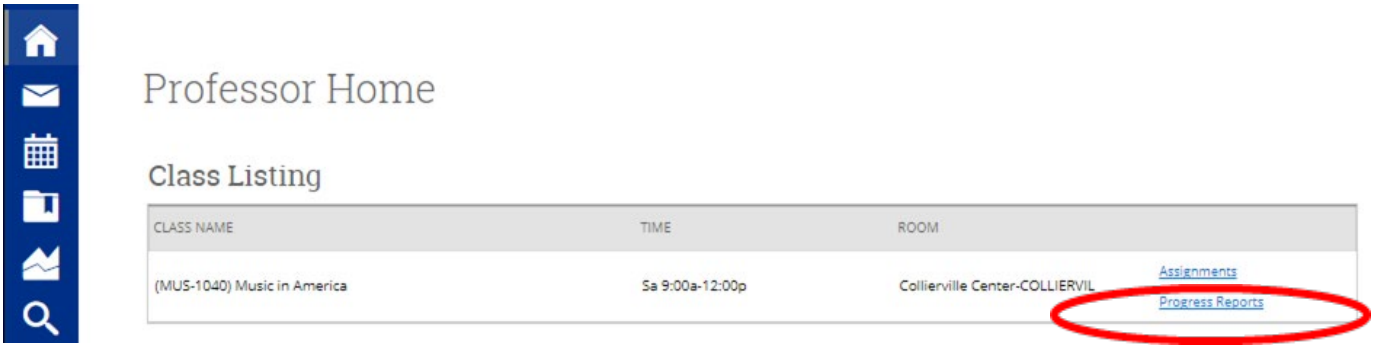
Login to Navigate at https://memphis.campus.eab.com or use the link in the myMemphis Faculty page.



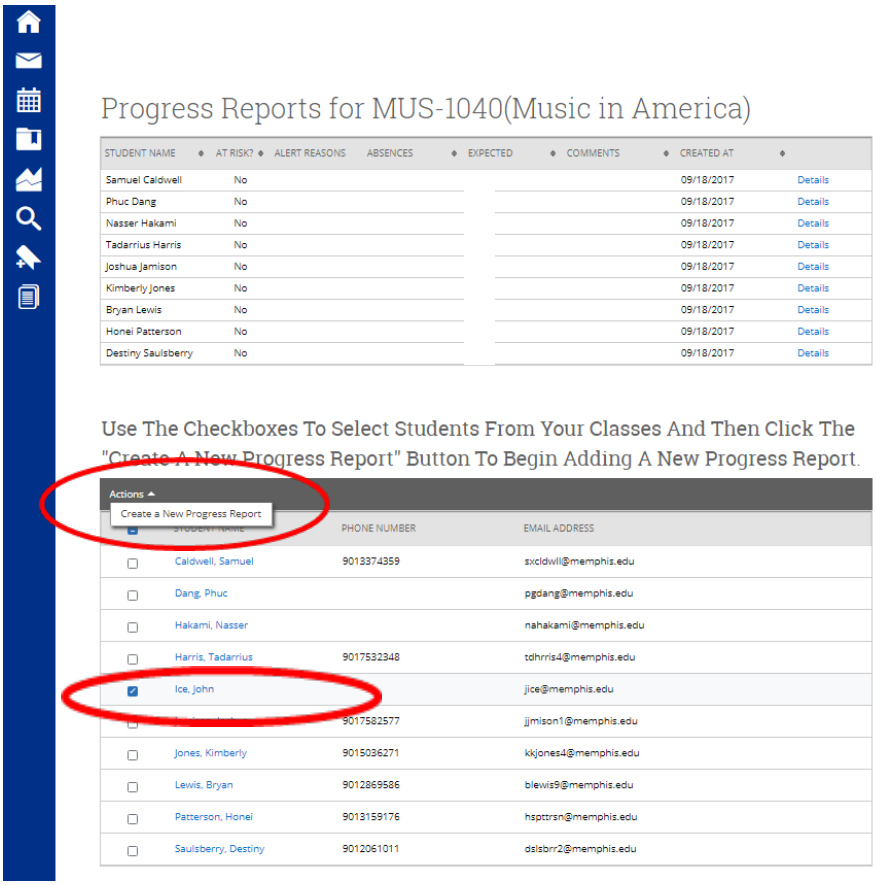
Use toggle to navigate to the Professor home screen (only necessary if you also have an Advisor role)



From the Professor Home, click “Progress Reports”



Select the appropriate student from the student list, click the Actions dropdown, and select Create New Progress Report.



Existing Progress Reports can also be updated from the “Details” link in the Progress Report list at the top of the page.