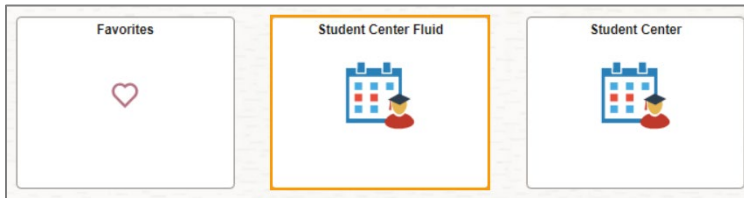
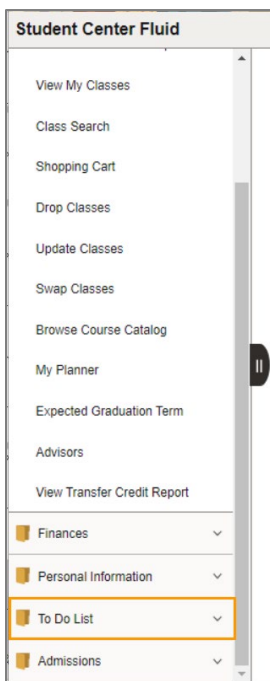


View To Do List

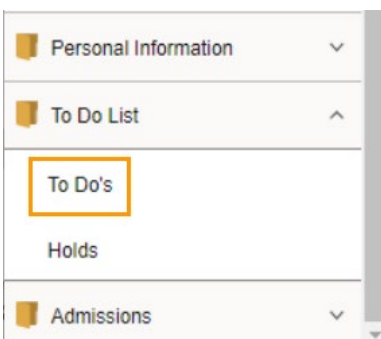
1. Click the **Student Center Fluid** tile.



2. Scroll down on the menu on the left side of the screen. Click the **To Do List** link.



3. Click the **To Do's** link.



- The **To Do** tasks will be listed. Click the line item of the task desired.

*In this example, **SPRING – Shreveport Student Data Validation** is selected.*

Task	Institution	Due Date	Status
SPRING - Shreveport Student Data Validation	LSUHSC - Shreveport		In Progress
FAFSA Received	LSUHSC - Shreveport		Initiated

- After reading the statement, click the **Mark as Read** button in the upper right corner.

Task: Introduction

John Doe6050870

Introduction

All LSUHSC students are required to verify that their personal information is correct prior to registration. This task must be completed for every term in which a student is enrolled.

Please complete each section of this task by selecting **Mark As Complete/Verified** if the information is already correct, or by selecting **Save** if you have updated any information.

Once you reach the Complete Task page, please ensure that all sections are correct and marked as complete prior to selecting **Finish** to complete the task. You can select **Exit** to leave the task, and may return to complete it at a later time.

- After marking the task as read, continue by clicking **Exit** button or **Next** to move to the next item in the **To Do List**. Repeat this step until all items are complete.

Task: Introduction

John Doe6050870

Introduction

All LSUHSC students are required to verify that their personal information is correct prior to registration. This task must be completed for every term in which a student is enrolled.

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