


Graduation Monitor Overview (Student) CONNECT

Review Specific Graduation Requirements

1. Start under **Details** in the left navigation menu.
2. You will see a data table containing your Required, Completed, Scheduled, and Planned courses. Each column will reflect a specific Graduation Requirement.
3. Click on the right-facing arrow for each row to view the **Course Details**.

Review Graduation Credits

1. Start by selecting **Student Summary** in the left navigation menu.
2. You will see an **Overall Credits Bar** indicating how many credits you need, have earned, and have planned.
3. Below the Overall Credits Bar, you will see Graduation Status Stars by Graduation Requirement Type and Graduation Requirement Subjects.

	Completed Credit
	On Track
	Action is Needed
	Waived
	Not Calculated
	No Target Present

4. Click the individual stars to view **Course Details** for that Graduation Requirement.

Manage HS&B Journal Entries

1. Start under **HS&B Journal** in the left navigation menu.
2. You will see the data table, where you can view all the journal entries you have entered.
3. Click **Add Record** in the top right corner.
 - a. Fill in the **Entry Title** and your **Journal Entry**.

- b. Click **Save**.
4. Click the **Row Actions Gear** to the far right to select **Edit** or **Delete**.