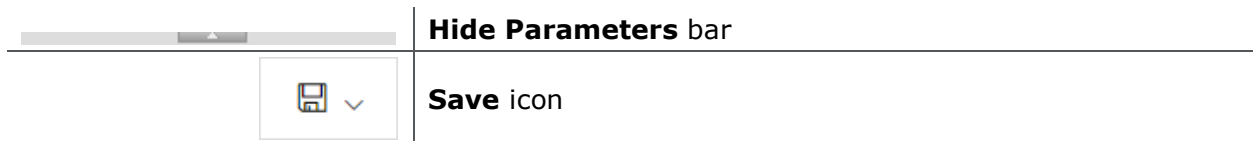


Use the Curriculum List Report



Use the Curriculum List Report

From the PromisePoint Reporting page:

1. Click the **Curriculum List** link.

Note: Hover over the Curriculum List link to view a ToolTip description.

2. Click the **Type** drop-down arrow; then select the parameter(s).

Note: "Courses" means SIMS or online courses, and "Events" means ILT.

3. Click the **Curriculum** drop-down arrow; then select the parameter(s).
4. Click anywhere outside the drop-down menu to update subsequent fields.
5. Click the **Course** drop-down arrow; then select the parameter(s).
6. Click **View User Report**.

Notes:

- Click the Hide Parameters bar to see more of the report.
- Click the Save drop-down arrow to view the different formats.

7. Click **Close Report**.