

# HOW TO?

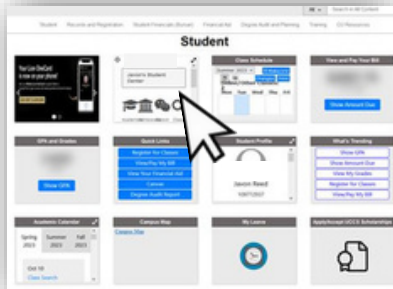
View the **To Do List**

1



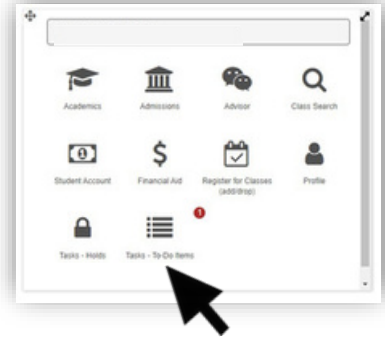
[Sign in](#) to the myUCCS Portal.

2



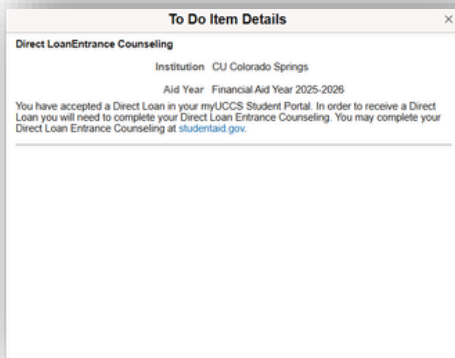
Click on the **Student Center** tile.

3



Click the stacked hamburger labeled **Tasks - To Do Items**.

4



Click on each specific **To-Do list Item** for detailed information.

5



Please remember when viewing the **details** of your To Do List items, you can also view submission options.

If you have any questions or experience any difficulties completing your To Do List items, then you will want to reach out to the **department requesting the information**.



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