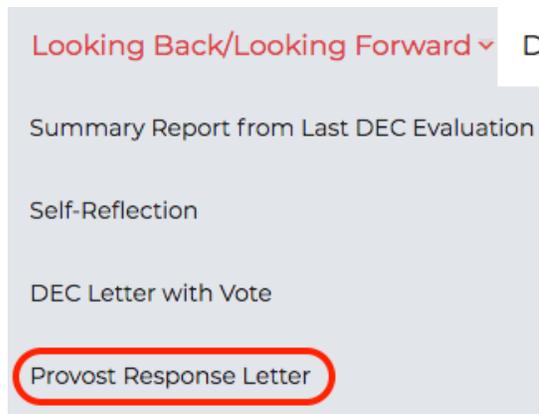
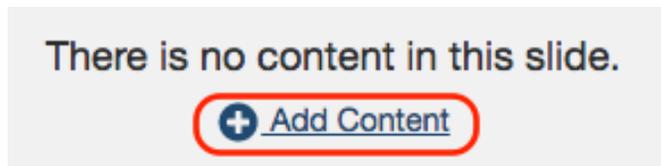


Adding the Provost Response Letter

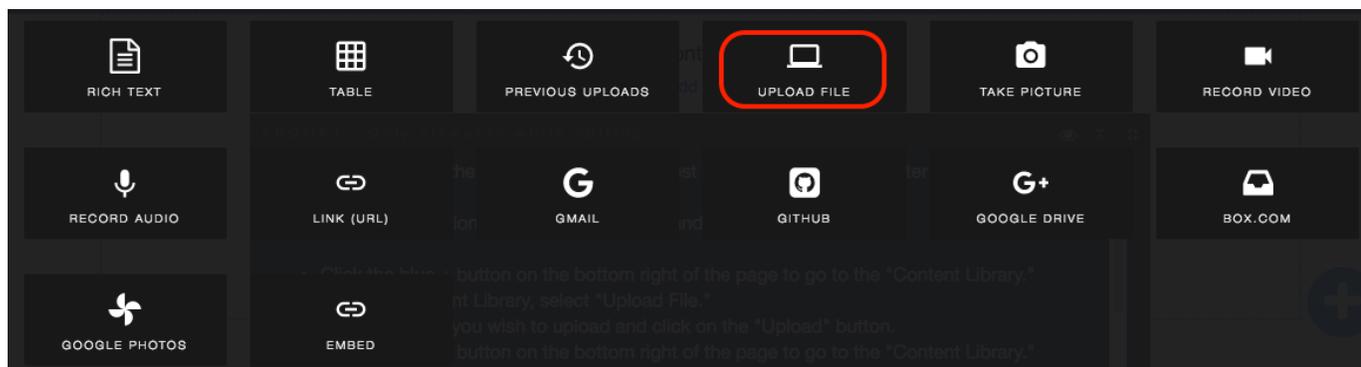
STEP 1: Point to the Looking Back/Looking Forward tab and click on **Provost Response Letter**:



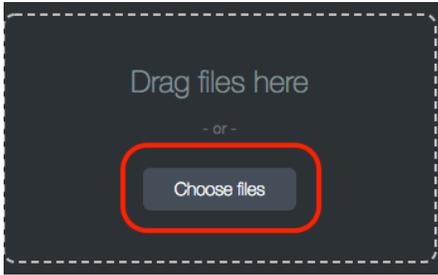
STEP 2: Click on **Add Content**:



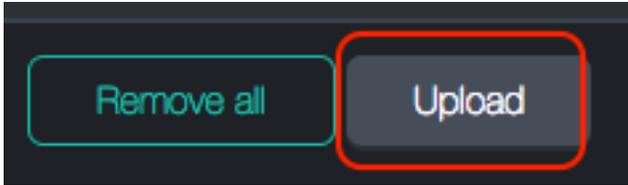
STEP 3: Click on **UPLOAD FILE**:



STEP 4: Click on **Choose files:**



STEP 5: Select the file and click on **Upload:**



You will see the file in the e-Portfolio