## **OASIS** Reporting Guide for Mentors

- **1.** Log in to OASIS
- 2. Click on **Students** (in blue bar across the top of the page)
- 3. Click on Advisor Access in the drop-down list
- 4. Click on My Students

Advisor Access for 2022-2023	
Create Advisee Report   Change advising year	
My Students	Access information for individual students
My Groups	Manage student groups
Current Course Report	Displays information on the courses for which your students are currently scheduled.
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5. Select a **Student** from the drop-down list (or search by name), and the type of **Report**:

