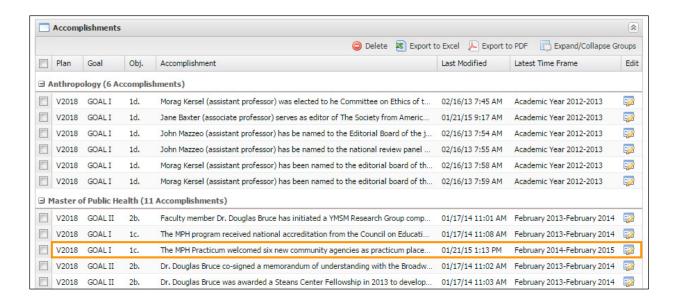
## **Updating Strategic Goal Accomplishments**

To update a previously submitted accomplishment so that it will be included in a new <u>Vision</u> <u>2018</u> report, perform the following steps:

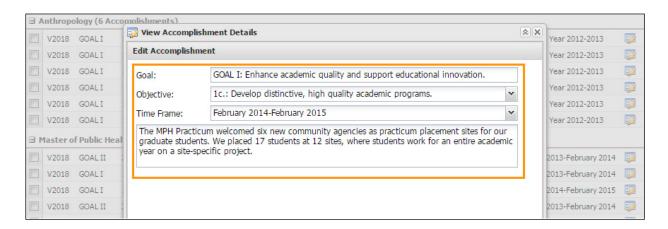
- 1. Click the link below to access the LAS Strategic Goals application: <a href="https://lascollege.depaul.edu/StrategicGoals">https://lascollege.depaul.edu/StrategicGoals</a>
- 2. Login using your Campus Connect username and password.
- 3. Click the **Review Accomplishments** tab to review your submitted accomplishments.



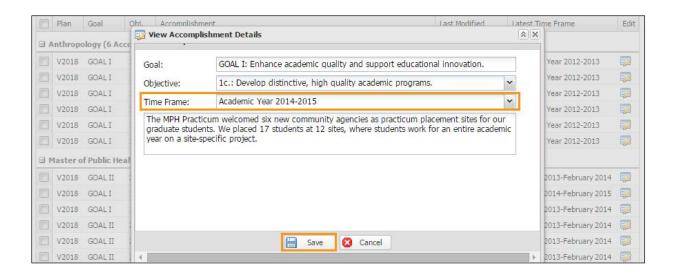
The complete list of submitted accomplishments is displayed. Click the View
Accomplishment icon corresponding to the accomplishment you would like to update.



5. The **View Accomplishment Details** window is displayed. Make appropriate changes to the accomplishment (for example, you can change the Objective or the Time Frame or edit the language in the textbox that describes the accomplishment).



6. Click the **Save** button to save the changes.



The change made to the time frame of your accomplishment is saved. Your updated accomplishment will now show in the report for the new timeframe you have chosen.