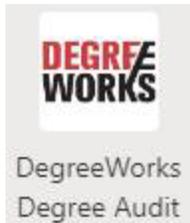


How to access and save your DegreeWorks printout:

1. Log into Cardinal Apps
2. Click on the DegreeWorks Degree Audit app

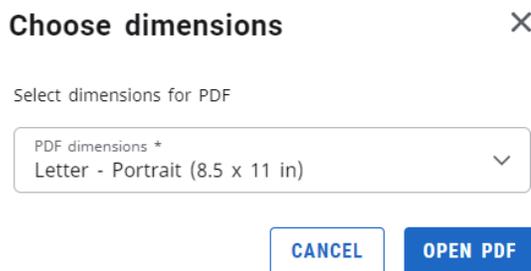


3. Once the audit pulls up, verify that your degree and concentration (if applicable) match your current major. If you have recently changed your major, verify that it has been updated before printing your audit.

4. Click on the printer icon on the top right corner



5. A dialog box will open and request confirmation of the dimensions for the PDF file. Make sure it's set to 8.5 x 11 inches.



6. The PDF file should then open on your computer, allowing you to save it. You may then attach the file to an email and send it to finaid@uiwtx.edu.