Entering Undergraduate Research Mentoring into Symplectic Elements

1. **Log in at Elements.utk.edu**

2. **From the Home Screen, choose "+add" under Teaching Activities** (Figure 1)

3. **Select "student research (Student Supervision)" from the right side column** (Figure 2)

4. **Enter the requested information, including Student NetID. (The Student NetID allows us to track that specific student and can be found on the front half of the student's campus email address.)** (Figure 3)
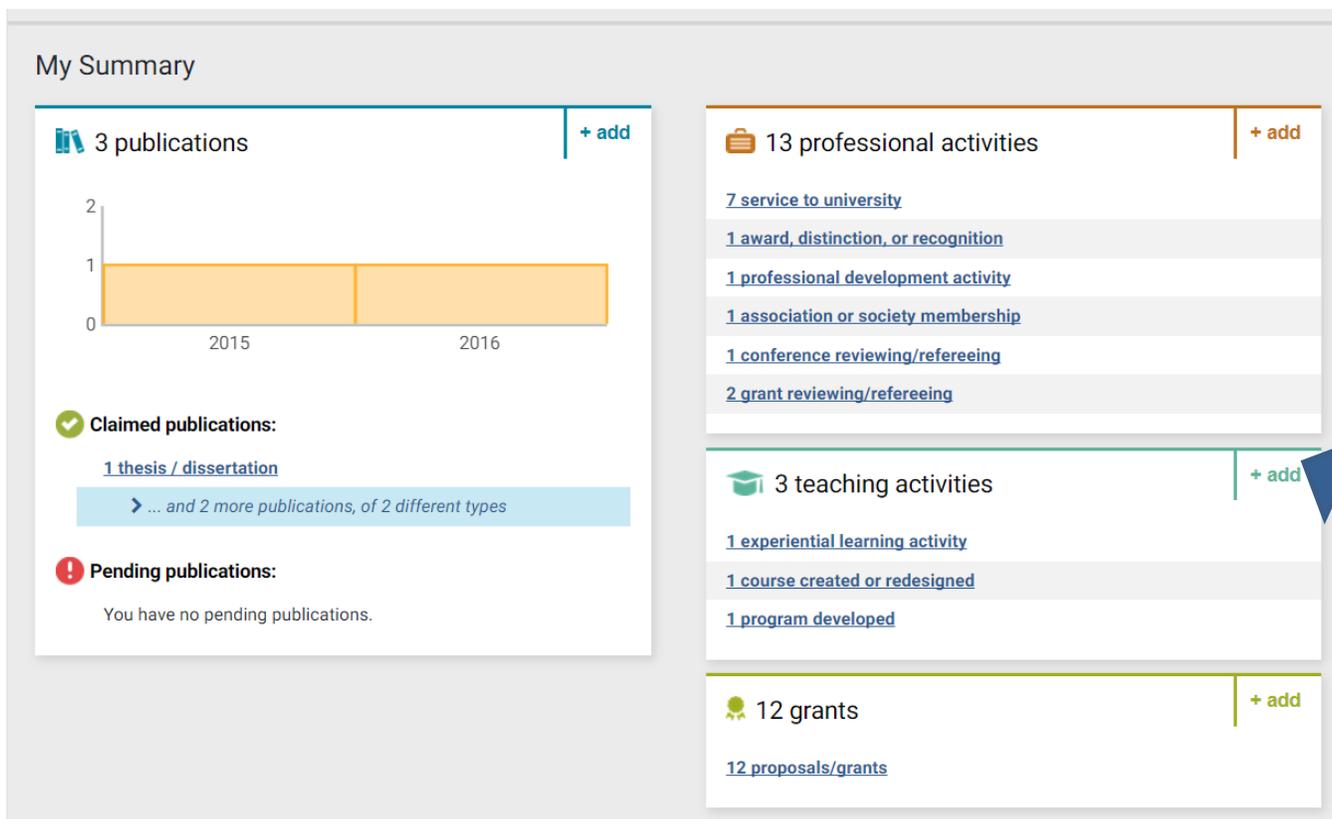

Figure 1

Figure 2

Figure 3