## 1) Access online SEI's from CourseDen

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Help and Tutorials $\checkmark$	Screen Reader Tool 🗸	Syllabus Prep & Training (Concourse) 🗸	Access	to Onli	ne SEI's

2) Chose Completed

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4) If you wish to download SEI's for all your courses in a calendar year, choose the appropriate year, set period to show all, and click the Include box in the gray bar

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5) Select view, pdf, or print to download your online SEI

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