Employee Acknowledges Evaluation

Step	Action
1.	Click the LSUHSC Annual Evaluation link.
	LSUHSC Annual Evaluation-Non-Supervisor
	for Samantha Puszczewicz
2.	Click the Down button of the scrollbar to enter comments in the Comment box and
	Acknowledge button.
3.	NOTE: Clipting Astropylates does not simily some of with the surfaction but does
з.	NOTE: Clicking Acknowledge does not signify agreement with the evaluation, but does verify review and receipt of the evaluation.
4.	Click the Acknowledge button.
	→ Acknowledge
5.	A warning message displays providing the last opportunity for revision.
	Click the OK button.
	ОК
6.	A message displays your acknowledgment was recorded.
7.	The Overview page indicates that <i>Step 7: Employee Acknowledges Evaluation</i> is <i>complete</i> .
8.	Click the Log Out link.
	Log Out
9.	This completes <i>Employee Acknowledges Evaluation</i> . End of Procedure.