

Run a Tenure and Promotion Report

To run a Promotion and/or Tenure Report in Watermarks. Go to

<http://www.digitalmeasures.com/login/southalabama/>

1. Log in to DM.

2. Select Activities at the top of your screen.

3. At the bottom of the screen under section Promotion and Tenure, click on Confirmation and Submission

4. To add a record, select the +Add New Item button

5. Complete Type of Nomination, Promotion to Rank, Check box n to bmy Tw (ox)2j 0.

6. Complete Confiotopd (Se d)Tj 0.

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