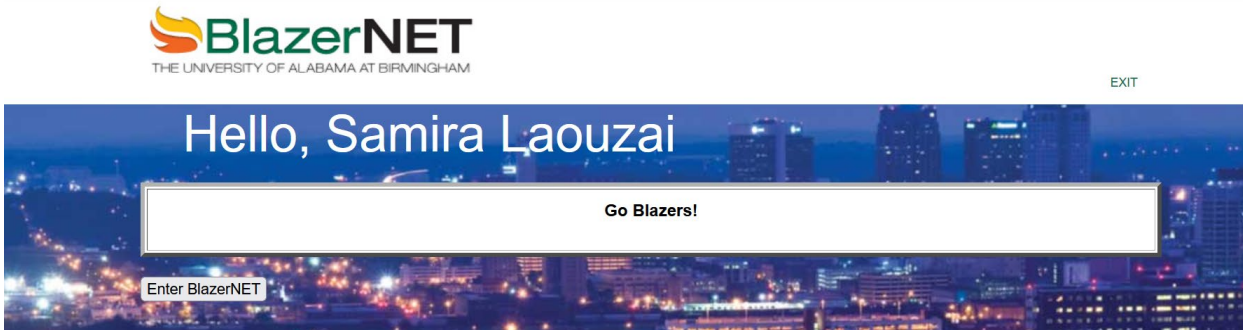


Advisor Access to Comprehensive Report for Canvas Alerts

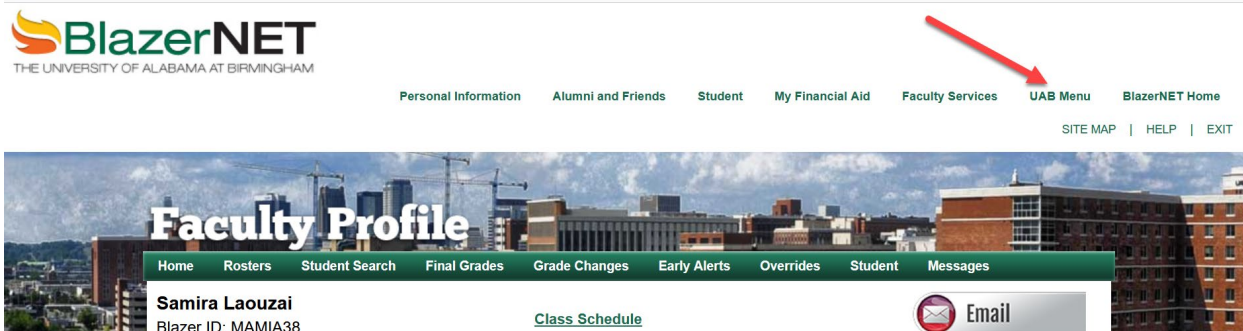
Note: Depending on your role and permissions, the following screenshots may look slightly different. The steps are the same.

Step 1: Navigate to [BlazerNET](#). Enter your BlazerID and password.

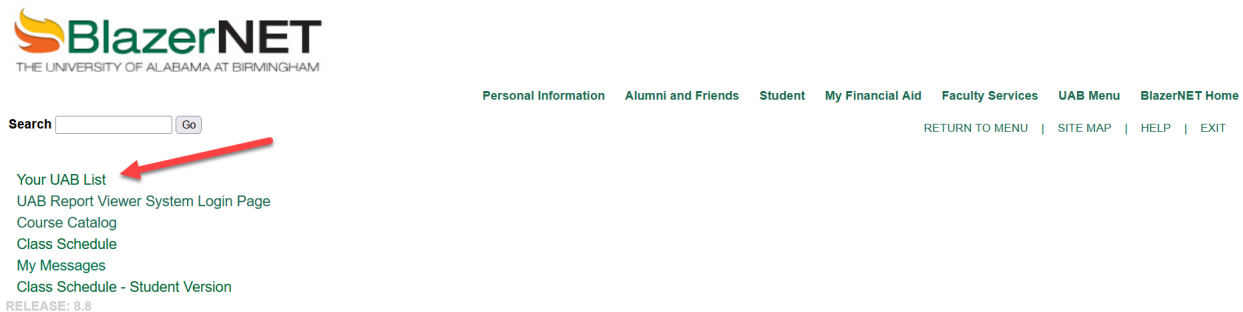
Step 2: Click on "Enter BlazerNET."



Step 3: Click on "UAB Menu"



Step 4: Select "Your UAB List."



Step 5: If the security warning message appears, click "I Accept" to comply with the terms.

You must acknowledge the security warning below before you can access any custom UAB web pages.

I Accept



By accessing this system you are agreeing to comply with FERPA regulations, the UAB Student Records Policy, and any other applicable Information Security agreements in place. These include, but are not limited to, refraining from the disclosure of your password to anyone, keeping information confidential except as necessary for conduct of official UAB business and safeguarding all downloaded data. Anyone whose actions lead to a breach of privacy may have access privileges removed and may be subject to disciplinary action.

NOTE: For security purposes, your activities in Self-Service Banner are tracked and logged by user, date/time of access, and item accessed.

Step 6: Under Your On-Line Reports, select "Adhoc Reports for Canvas Alerts..." and click on "Go==>."

Your Web Pages:

--Please select an item from this list--

Go ==>

Your Utilities:

--Please select an item from this list--

Go ==>

--Please select an item from this list--

Active Students by Term and School.

Adhoc Report -- Expired Catalog Year...

Adhoc Reports for Canvas Alerts...

Adhoc Reports for Canvas Alerts -- Admin...

Adhoc Reports for Health Professions...

Admits by Term and Level Rpt...

Advisor Assignment Counts

Advisor Change Student List

Advisor Student List



Advisor Transcript Request Report.

Assigned Time Registration Report

At-Risk Student List

Class Proof

Go ==>



Step 7: Click on "Canvas Alerts Comprehensive Report – Advisor" to display the report.



Step 8: Select the term for which you want to display the report. Click on "Show Results" to display the results on the page or on "Export to Excel" to export the results to an Excel file.

Note: If you select "Show Results," once results are displayed on the page, you can export to an Excel file.

<---Back

Canvas Alerts Comprehensive Report - Advisor

Term Code:

Show Results Export to Excel

RELEASE: 8.5.3



Please contact [Samira Laouzai](#) for questions/feedback.