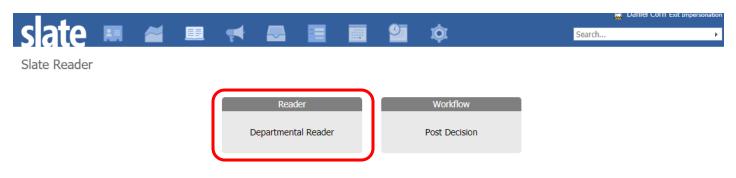
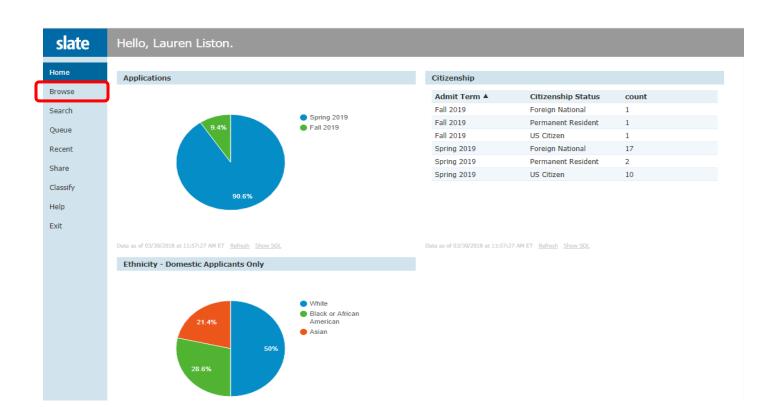
Access the Slate Reader by logging in with your unity ID and password at applygrad.ncsu.edu/reader

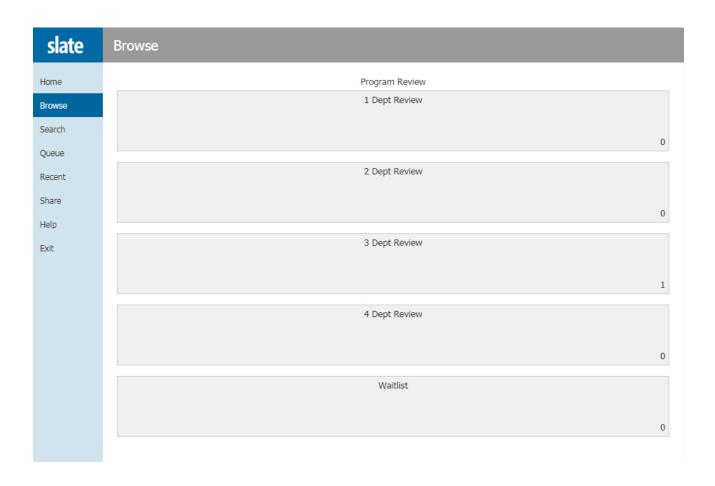
1. To review applications, click the "Departmental Reader" button. If you need to see an application for an admitted student, click the "Post Decision" button.



2. Click "Browse" on the left-hand menu



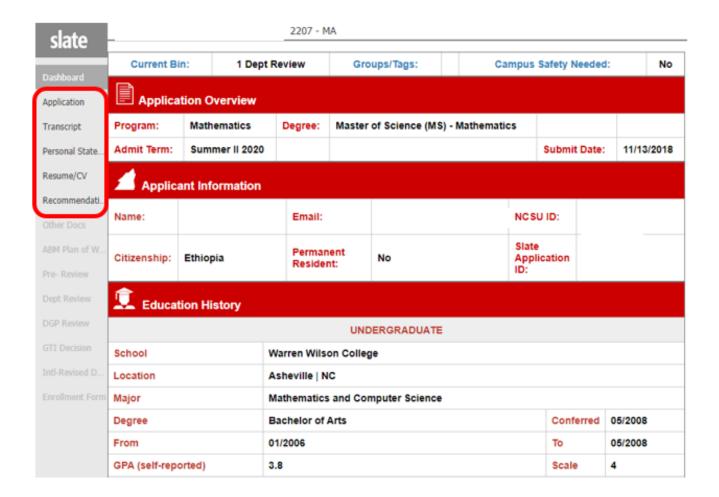
3. Then click on the program review bin, as instructed by your department.



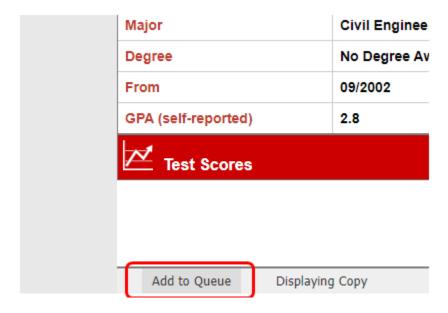
4. Locate the application that you want to review and click the application.

Name	Term	Degree Type	Program	Area of Interest	Certificate	Bin	Dept Reader Decision 1	Dept Reader Decision 2	Dept Reader Decision 3	
	2191	Master of	Geospatia			1 Dept Re				
	2191	Doctor of	Nuclear E	Nuclear P		1 Dept Re	•			
	2197	Master of	Analytics			1 Dept Re				
	2191	Master of	Mechanic	Structural		1 Dept Re				
	2191	Doctor of	Nuclear E	Nuclear P		1 Dept Re				

- 5. The application dashboard will appear at the front of the application PDF. It shows the degree, area of interest, faculty advisor interest, education history, citizenship, test scores, etc. You can use your keyboard right arrow to scroll through all of the application questions.
- 6. The bolded links on the left-hand menu allow you to jump to transcripts, personal statement, recommendations, etc.



7. If you want to submit a decision review form, click the button at the bottom left, to add the application to your queue, then click OK. Only do this, if you want to submit a decision now.



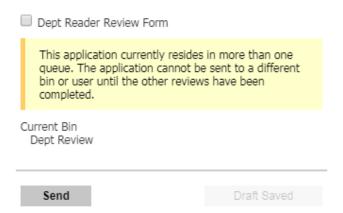
8. Now, the Review Form button is available at the bottom right-hand side of the screen.





9. Click the check box: Dept Reader Review Form to expand the full form:

NOTE: If you see the following message, you can ignore it. It simply means that other faculty reviewers are submitting their review, but it will not prevent you from submitting one.



10. Enter your ratings and/or admission decision.

