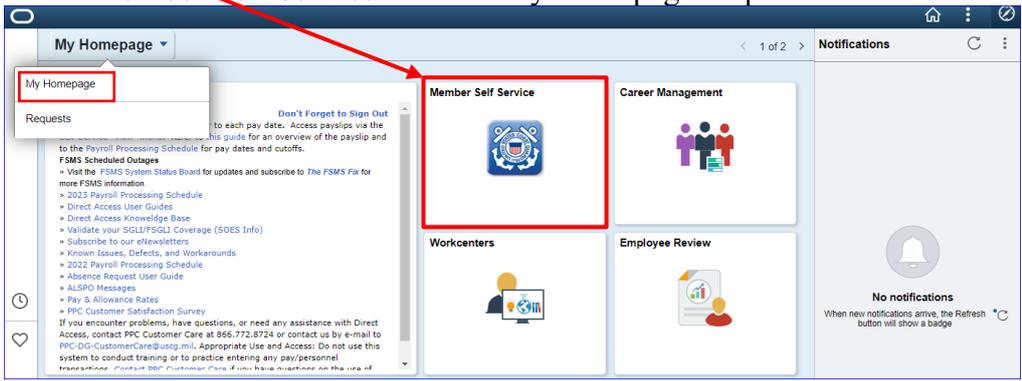
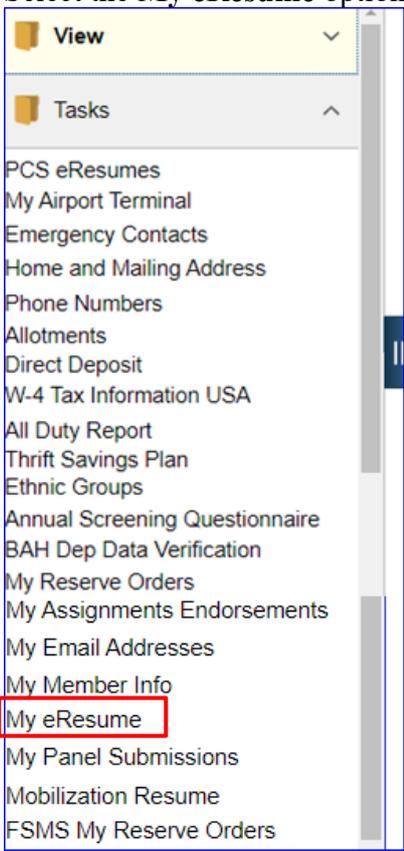


My eResume Submission Report

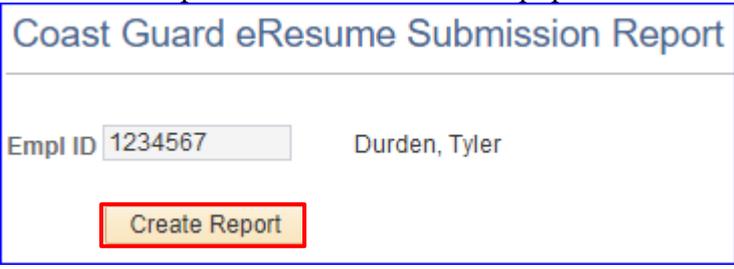
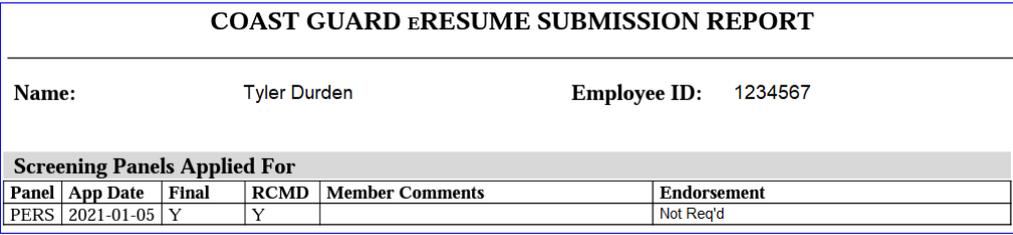
Introduction This guide provides the procedures for members to view their My eResume Submission Report in Direct Access (DA).

Procedures See below.

Step	Action
1	<p>Select Member Self Service from the My Homepage drop-down.</p> 
2	<p>Select the My eResume option.</p> 

My eResume Submission Report, Continued

Procedures,
continued

Step	Action
3	<p>The Coast Guard eResume Submission Report page will display. The member's Empl ID and Name will auto-populate. Click Create Report.</p> 
4	<p>The Coast Guard eResume Submission Report will open in a new window. The report will provide a list of all the positions the member has applied for and may be multiple pages depending on the number of eResumes the member has submitted.</p> 
5	<p>To exit, 'X' out of the report window. To return to the Self Service menu page, click the Home icon in the upper right corner of DA.</p> 