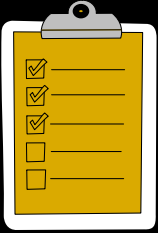


# Checklists in BoilerConnect Student

## WHAT IS THE CHECKLIST?

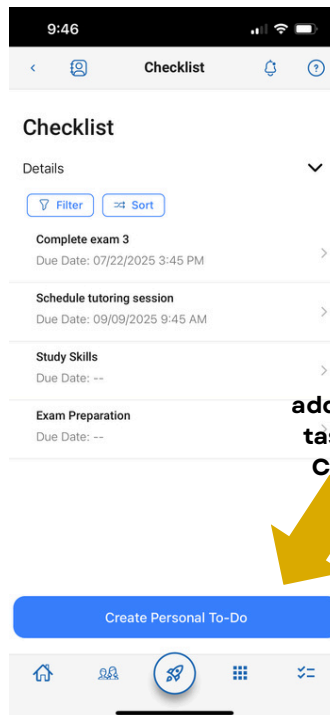
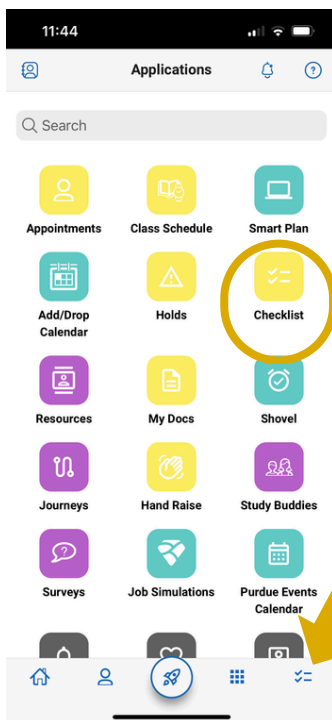


- Checklist of Appointments, To-Do items, Journey steps in one location
- Allows you to stay on track with upcoming meetings or important tasks
- Mark items complete to remove them from your Checklist
- Add your personal to-dos as well

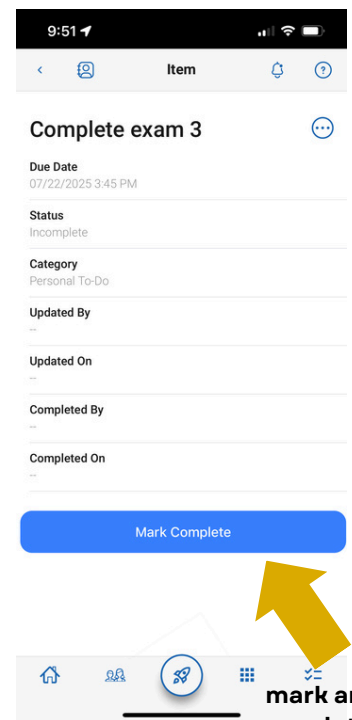
## WHERE IS THE CHECKLIST?



- Open BoilerConnect Student on your app or desktop
  - **App:**
    - Home > Checklist
    - Checklist icon in the bottom menu
    - All Apps > Checklist
  - **Desktop:**
    - Click Checklist on the left-hand sidebar



add your own  
tasks to the  
Checklist!



mark an item  
complete once  
you're done  
with it!

For more help, contact [boilerconnect@purdue.edu](mailto:boilerconnect@purdue.edu)