How to Access Past Assessment Forms

1. Log in to HelioCampus (formerly AEFIS) with your NetID and password (https://tamu.aefis.net).

2. Close the Action Items list by clicking the right-pointing arrow OR click anywhere in the greyed-out area outside of the Action Items list.
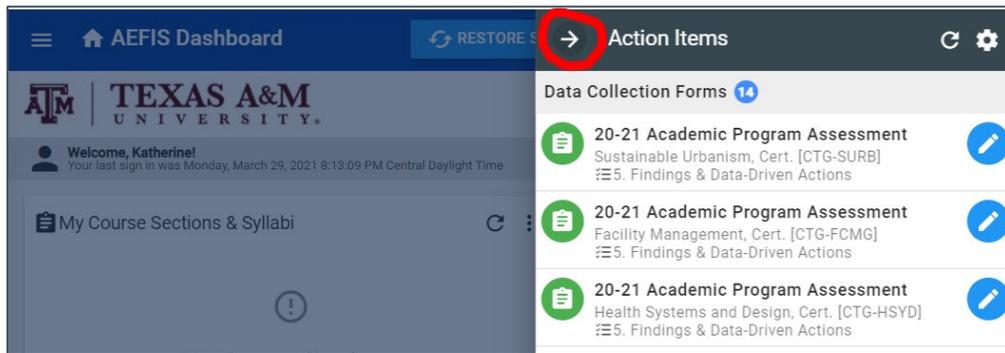
3. On the dashboard, locate the square widget labeled *My Data Collection Forms.*
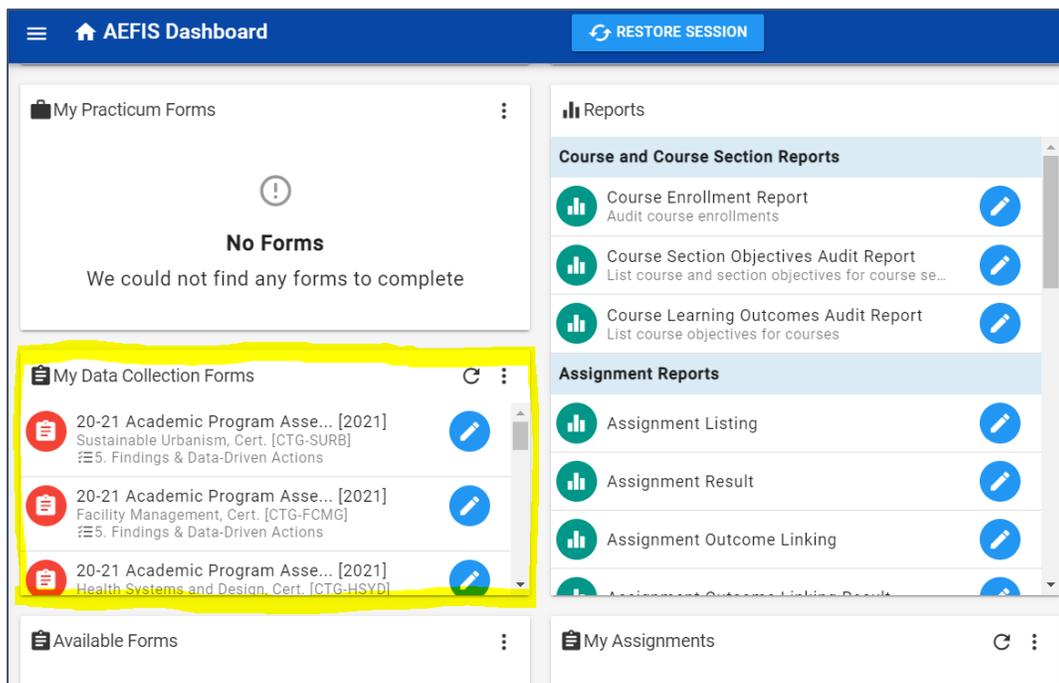
4. Click the three vertical dots at the top right of the widget and select *Completed Forms.*
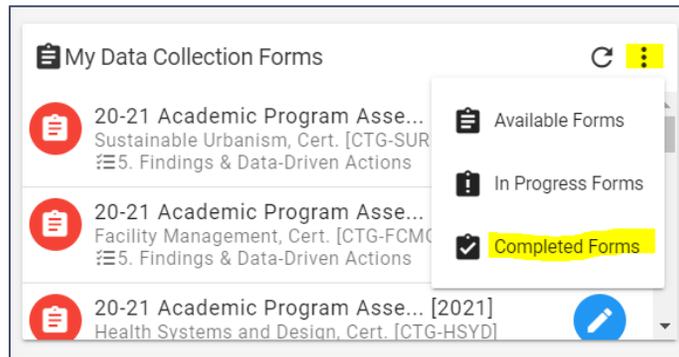
5. The resulting list includes all previous assessment forms that were submitted through the end of their respective workflows, as well as assessment information cycles that were completed in WeaveOnline (AY2012-13 through AY2017-18).