Step-by-Step Guide for URE Approval by Mentor

Updated 3.1.2024

1. Log into ser.msu.edu using your MSU credentials
2. Locate the green sidebar and click on the Undergraduate Research drop down arrow.
3. Click on UURAF or MidSURE
4. Your window should now look like this. Click the "action button" in the lower right corner.
5. Select "My UURAF Presentations" from the right side menu.
6. Select the "View" button next to the presentation title.
7. Review the details of the project by scrolling through the submission.
8. To edit, scroll to the bottom and identify the black dot with three white circles in the bottom right-hand corner of your screen.
9. Click on the black circle and then click on “Edit”
10. Select "Yes" if you approve of the student's description of their research project.
11. After clicking “Yes”. Make sure to then hit save.
12. After clicking save, the presentation is now approved. To make edits to the presentation, or any other presentation, you can simply return to the UURAF home screen.