

# Elentra New Feature

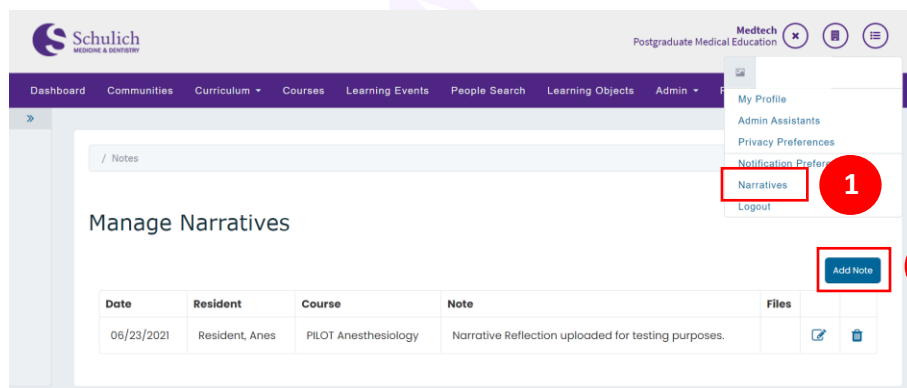
## Narrative Notes

**Who:** Faculty & Residents – only Faculty members have access to add Narrative Notes.

**Why:** Narrative Notes allow Faculty members to be able to leave constructive comments and/or upload documents related to a CBME learner's progress.

### Instructions Below:

- 1) Login to Elentra. Under the Profile icon, select **Narratives** from the drop-down menu.
- 2) Click **Add Note**.



- 3) Next, **fill in the mandatory fields**: Select a Resident, Select a Program, and add Comment. Optionally, upload a document to attach to the narrative. Click **Submit**.

- 4) The Narrative Note added (as well as any others previously added) will then be displayed. You can then edit or delete your submitted notes.

### Manage Narratives

Date	Resident	Course	Note	Files
06/23/2021	Resident, Cardio	PILOT Cardiology	Narrative for Cardio test resident.	narrative_reflection_for_resident.docx
06/23/2021	Resident, Anes	PILOT Anesthesiology	Narrative Reflection uploaded for testing purposes.	

**NOTE:** Residents can now view Narrative Notes in their Resident Dashboard. Narrative Notes are also visible in the Competence Committee Dashboard. For more information, see the [Elentra User Guide](#).