## **Instructions for Electronic Reporting**

Log onto http://supervision.uscourts.gov

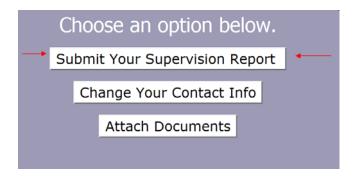
At that time the below screen will appear and you will enter your provided User ID and password.

## **Supervision Reporting**

Probation and Pretrial Services Electronic Reporting System	ACCOUNT	LOGIN	
Defendants and offenders under federal supervision can use this site to submit supervision reports.	User ID:	Forgot your User ID?	
This is a <b>restricted website</b> for Official Court Business only.  Jnauthorized use of this site is subject to prosecution under litle 18 of the U.S. Code.	Password:	Forgot your Password?	
All Activities and access attempts are monitored and reported.		Login	

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- At your initial log in you will be asked to complete a couple of security questions.
- A picture of you and your case particulars will appear on the screen and you will be asked if this is you? Click yes if the information is correct.
- Select submit your supervision report option

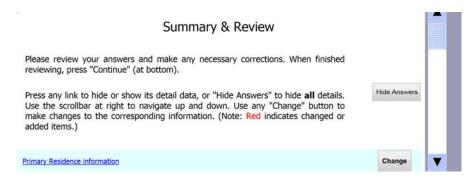


• It will take you screen by screen through questions regarding your residence, employment, contact with law enforcement, etc. Choose the appropriate boxes at the bottom of each page.

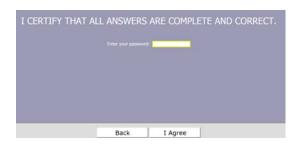
## Examples of what the boxes will look like:



After you have entered your answers, you will get this summary and review screen. Please review your submitted answers and make any necessary changes.



After you choose submit you will be asked to reenter your password one more time before the report is complete. You will use the same password as you did when you initially logged on.



You will then be given the option to have a submitted report receipt emailed to your email address of record.

Your report is now complete!

\*\* Please remember to follow up and send employment verification and any requested documents to your officer every month. You may do this via email, fax, or regular mail. Please contact you officer if you need any assistance. \*\*