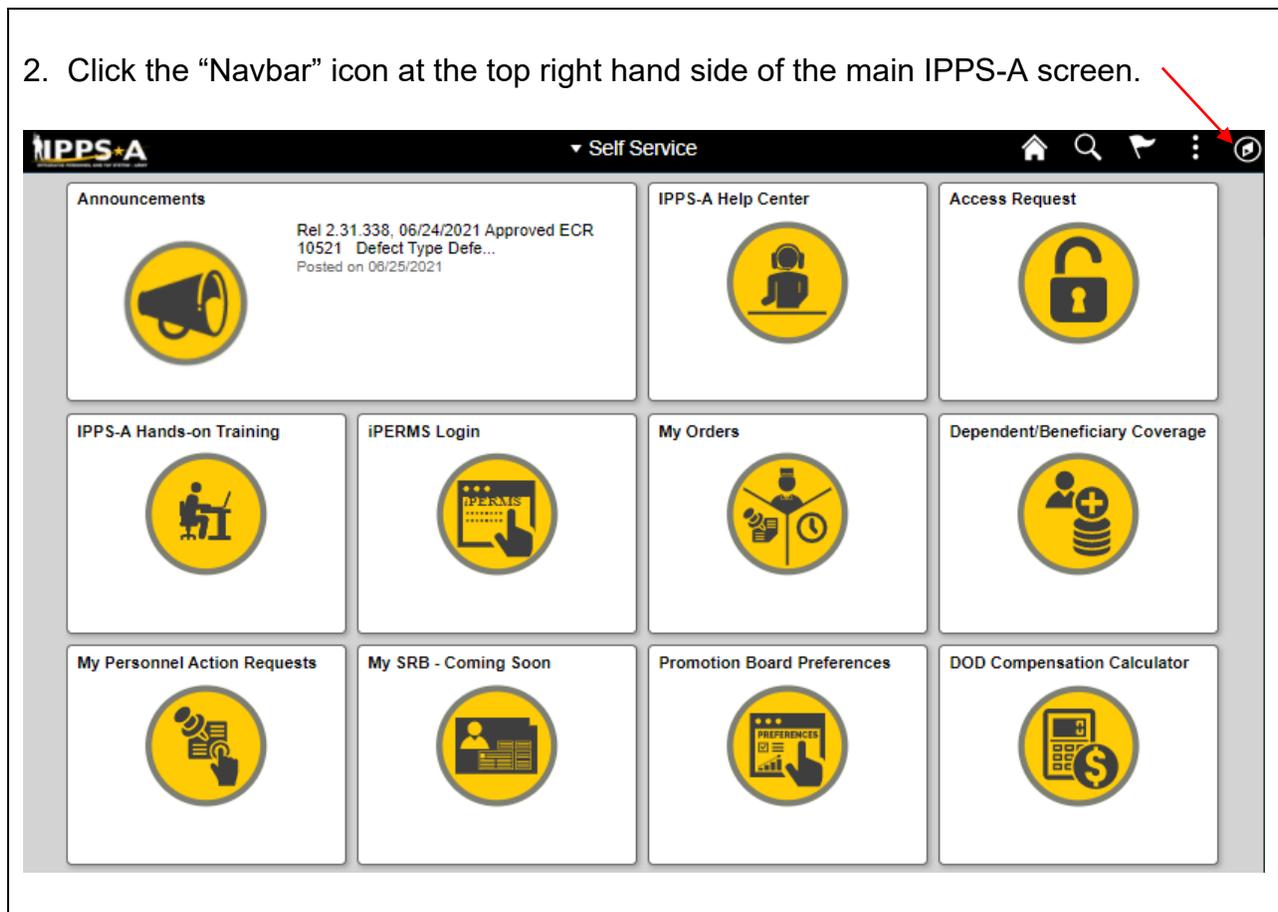


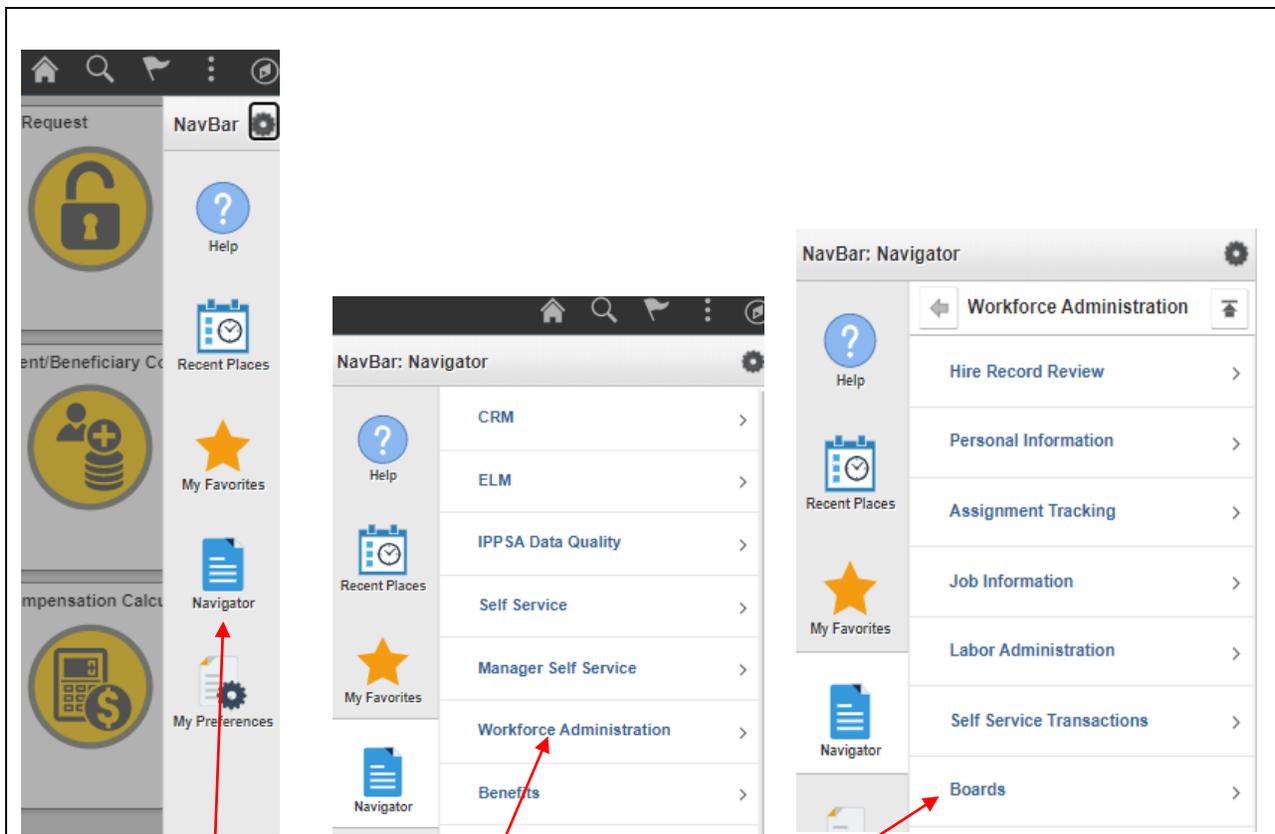
## HR PROs: HOW TO VIEW YOUR SOLDIERS ELECTIONS

1. Login to IPPS-A (link provided below) and select the Self Service homepage.

<https://hr.ippsa.csd.disa.mil/psp/hcpdc/?cmd=login>

2. Click the “Navbar” icon at the top right hand side of the main IPPS-A screen.



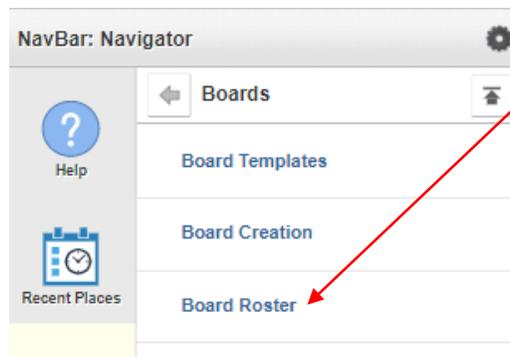


3. Click Navigator

4. Click Workforce Administration

5. Click Boards

6. And finally, click Board Roster



7. Type "FY23" in the box next to Board Name.

**< HR Professional** **Board Roster**

**Board Roster**  
Enter any information you have and click Search. Leave fields blank for a list of all values.

[Find an Existing Value](#)

**Search Criteria**

Board Identifier =

Board Name **begins with**

Board Status =

Year **begins with**

Board Process =

Board Type =

[Search](#) [Clear](#) [Basic Search](#) [Save Search Criteria](#)

8. Click Search.

9. Click on the specific board in which you desire to view. In this example, I will view the FY23 E4 to E5 board.

**Search Results**

View All First 1-5 of 5 Last

Board Identifier	Board Name	Board Status	Template ID	Year	Business Unit	Board Process	Board Type
1059	FY22 E4 TO E5	Pre Board	E4 TO E5 W/ PREF	2022	NGDMO	Semi	Promotion
1058	FY22 E5 TO E6	Pre Board	E5 TO E6 W/ PREF	2022	NGDMO	Semi	Promotion
1057	FY22 E6 TO E7	Pre Board	E6 TO E7 W/ PREF	2022	NGDMO	Cent	Promotion
1056	FY22 E7 TO E8	Pre Board	E7 TO E8 W/ PREF	2022	NGDMO	Cent	Promotion
1032	FY22 EPS E4 TO E5	Pre Board	E4 TO E5	2022	NGDMO	Semi	Promotion

**\*\*Board ID 1032 is a mock practice board that will soon be deleted by NGB**

10. Uncheck “All Service Members” and type in your UIC. Then click “Filter”. If these options are grayed out for you, simply click “Filter”. The board roster will populate after the loading icon disappears. This can sometimes take minutes.

11. Scroll down to near the bottom of the page and you will see the current board roster. At the top left hand side of the roster you will find various tabs.

Candidates tab: View consideration eligibility, TIG, TIS, flags and more.

Job Info tab: View UIC, unit name and rank.

MOS Info tab: View CPMOS, PMOS, SMOS, and ZMOS.

Points tab: View all promotion points according to Soldiers IPPS-A record. Promotion points can be updated/corrected in the Soldiers profile management tile by HR Pros with the additional promotion role.

Preferences tab: View which of your Soldiers have or have not made elections and what they elected.

12. The board roster does not automatically update with any new changes to Soldiers IPPS-A records (ie. PME completion). PER-AB will manually “re-create” (in other words - refresh) the board roster every week in order to update Soldier eligibility and display any changes to Soldiers records that have taken place.