RYei]fYXF]YXgZcf Abbi U G a a UfmcZAWlj]HYgRYdcfh

H\YXUHUZ]YXgg\ckb VYck]bX]WHYh\Y]bZcfa U]cb h\Uhk]`` VYdi ``YXhc dcdi `UhYmci f Abbi U G a a UfmRYdcfh H\YVYck ZYXgg\ci `XVYWa d`YhX]Zh\YmUFYUdd`]WWYhc mci UbXmci k Ubh h\Ya]bW`XYX]bmci f Abbi U G a a UfmRYdcfh

Administrative Data ± Yearly Data Screen

H\YXUHUZ|YXgg\ckbVYck]bX]WUhYh\Y]bZcfaUh]cbh\Uhk]``VYdi``YXhcdcdi`UhYmci fAbbiU Gia a UfmRYdcfh H\YVYck ZYXgg\ci`XVYWcad`YhX`YhYmLFYUdd`]WWYhcmci UbXmci kUbh h\Ya]bWXYX]bmci f Abbi U Gia a UfmRYdcfh

Administrative Assignments Screen

Position/Role

Full Title of Position/Role

nsibilities/Brief Description

I U x² x₂

Respon

B

End Date

Month **Day**

H\YXUHUZ]YXgg\ckbVYck]bX]WhYh\Y]bZcfaUh]cbh\Uhk]``VYdi``YXhcdcdi`UhYmcif Abbi U
Gia a UfmRYdcfh H\YVYck Z]YXgg\ci`XVYWa d`YhYX]Zh\YmUFYUdd`]WUV`Yhc mci UbXmci kUbh
h\Ya]bWi XYX]bmcif Abbi U Gia a UfmRYdcfh

Faculty Development Activities Attended Screen

Activity Type

[dropdown]

Explanation of "Other"

[text field]

Title

[text field]

Sponsoring Organization

[text field]

City, State and Country

	City	State	Country
[dropdown]	[text field]	[dropdown]	[text field]

Brief Description

At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report

H\YXUHUZ]YXgg\ckb VYck]bX]Wh\Yh\Y]bZcfaU]cb h\Uhk]``VYdi``YXhc dcdi`UhY mci f Abbi U
Gia a UfmRYdcfh H\YVYck ZYXgg\ci `XVYWa d`YhX]Zh\YmUFYUdd`]WV`Yhc mci UbXmci kUbh
h\Ya]bW XYX]b mci f Abbi U Gia a UfmRYdcfh

Licensures and Certifications Screen

Title of Licensure/Certification

Sponsoring Organization

At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report

H\YXUHUZ,YXgg\ckb VYck]bX]WhYh\Y]bZcfa UJcb h\Uhk]``VYdi ``YXhc dcdi `UhYmai f Abbi U Gi a a UfmRYdcfh H\YVVck Z,YXgg\ci `XVYWa d`YhX]Zh\YmLFYUdd`]W\Yhc mci UbXmci kUbh h\Ya]bW`XYX]bmci f Abbi U Gi a a UfmRYdcfh

Media Appearances and Interviews

H\YXUHUZ]YXgg\ckb VYck]bX]WhYh\Y]bZcfa Uh]cb h\Uk]`` VYdi `` YXhc dcdi `UhYmci f Abbi U Gi a a UfmRYdcfh H\YVYck Z]YXg

H\YXUHUZ]YXgg\ckbVYck]bX]WUHY\h\Y]bZcfaU]cbh\Uhk]``VYdi``YXhcdcdi`UhYmci f Abbi U Gia aUfmRYdcfh H\YVYck Z]YXgg\ci `XVYWUa d`YhYX]Zh\YmLFYUdd]WUV`Yhcmci UbXmci kUbh h\Ya]bW`iXYX]bmci f Abbi U Gia aUfmRYdcfh

Academic Advising Screen
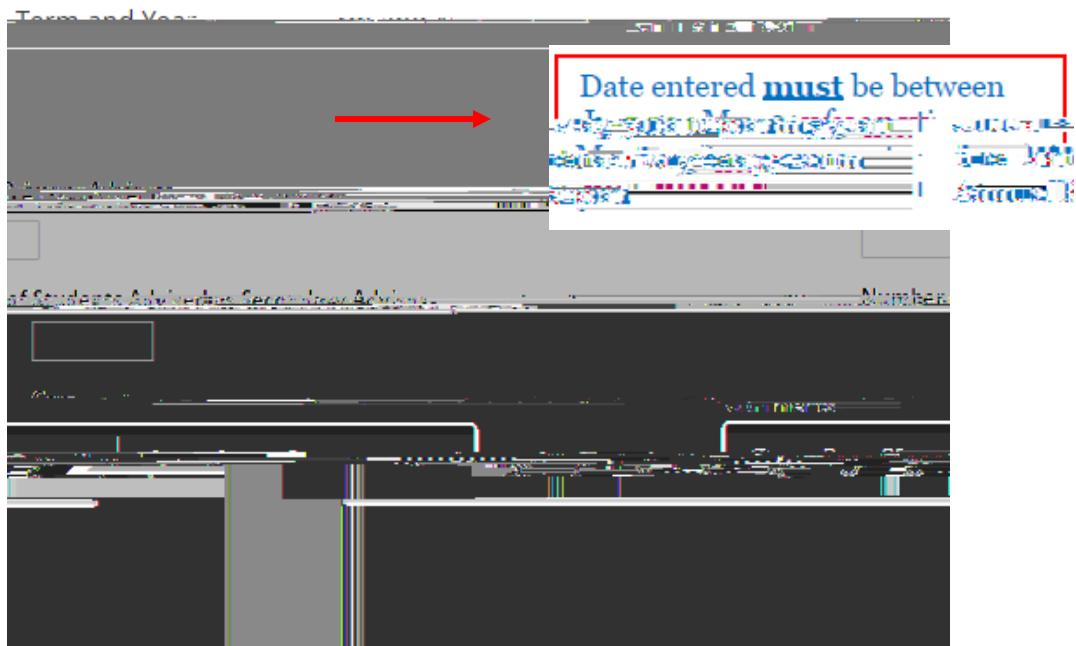
The Faculty can now indicate if information about a record should appear on their Summary Report. The record info shown could help identify any data that may need to be included in your Faculty Summary Report.

Directed Student Learning Screen

Note: Some records...

Term and Year

Term* Year*

Course Name

Section Number

Student Last Name

Comments

H\YXUHUZ]YXgg\ck b VY ck]bX]WUh]Yh\Y]bZcfa U]cb h\Uhk]``VY di ``YXhc dcdi `UhYmci f Abbi U Gi a a UfmRYdcfh H\YVY ck Z]YXgg\ci `XVYWa d`YhXY]Z`h\YYmUfUdd`]WV`Yhc mci UbXmci k Uh h\Ya]bW]XYX]b mci f Abbi U Gi a a UfmRYdcfh

Teaching Innovation and Curriculum Development Screen

Activity Type

[▼]

Explanation of "Other"

[ ]

Course or Program Name

[ ]

Description of Activity

| **B** | *I* | <u>U</u> | x² | x₂ | ↺ | ↻ | ↗ |

[ ]

Dates are intended to capture the time spent working on curriculum development or teaching innovation that will be delivered at a future date; the delivery of the course itself will be captured under the Scheduled Teaching Screen, where you can indicate if this was a new course preparation or a new format for an existing course. For activities ...

Day **Year**

[ ] [ ]

Month

[▼]

At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report

Day **Year**

[ ] [ ]

[▼]

HYX

To access the Exhibits and Performances information from Annual Report, go to Faculty Activity Reporting. The Faculty Activity Reporting page will direct you to an application for you and your team member included in your Faculty Summary Report.

Exhibits and Performances   Screen

Type of Work

[dropdown]
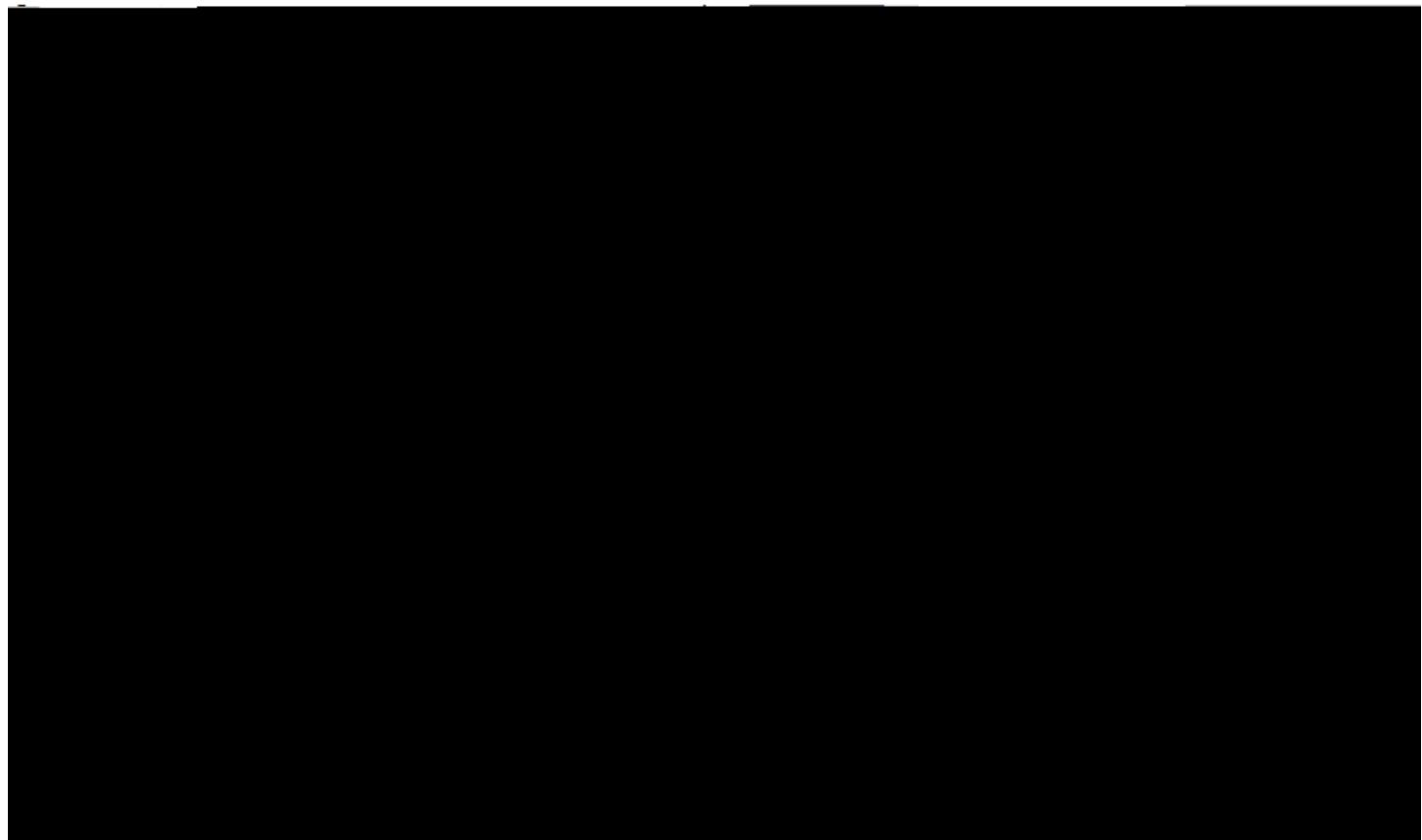
1st Performer/Exhibitor	Actions ⌄

Start Date

nth	Day	Year
⌄		

d Date

nth	Day	Year
⌄		

At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report.

Intellectual Property   Screen

Patent or Copyright

[dropdown ▾]

Patent Title

[field]   [field]

1st Inventor	Actions ▾

People at Skidmore College   First Name   Middle Name/Initial   Last Name

Organization

[field]

The Academics screen allows you to indicate from any other Alumni
Summary Report. The Academics section you can double-click the cell you want and you can edit
the item indicated in your Alumni Summary Report.

Presentations   Screen

Presentation Title

Presentation Type

Explanation of "Other"

Conference/Meeting Name

Sponsoring Organization

	State	Country	City

Actions ▼   1st Presenter/Author

If a student, what is his/her level?   Role   Organization

Abstract/Sum...

Date

Date entered **must** be between

To add a Publication, click "Add New Item" from the Activities menu by selecting the drop-down arrow from the top right corner of the page or at the top of the Publications section. These fields will change, depending on the type of Publication you add, and you want them included in your Publications Summary Report

Publication's Screen

Contribution Type

t Status*   Curren

"Current Status" **must** be entered in order for activity to appear in

' Contribution   Title of

Proceedings Publisher   Publisher/

Number/Edition   Issue

Numbers   Page

"Was This Peer Reviewed" **must**

1st Author/Editor/Translator   Actions ▼

People at Skidmore College   First Name   Middle Name/Initial   Last Name
Hoehn   Hoehn, Mary (mhoehn)   Mary

Web Address

Expected Date of Submission

At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report

Date Submitted
Month   Day   Y

Date Accepted
Month   Day   Y

Date Published
Month   Day   Y

H\YXUHUZ|YXgg\ckb VYck]bX]WUhYh\Y]bZcfa Uhcb h\Uhk]``VYdi``YXhcdcdi`UhYmci f Abbi U
Gia a UfmRYdcfh H\YVYck ZYXgg\ci `XVYWa d`YhHX]Zh\YmLFYUdd`]WaYhc mci UbXmci k Ubh
h\Ya]bW XYX]b mci f Abbi U Gia a UfmRYdcfh

Other Research Activity Screen

Title/Type of Activity

Description

...Status...

1st Co-laborator
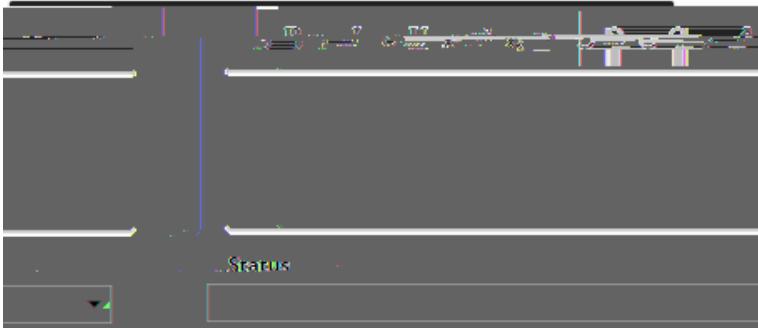
Start Date

Year	Month	Day

End Date

Year	Month	Day

At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report

H\YXUHUZ]YXgg\ckb VYck]bX]WhYh\Y]bZcfa U]cb h\Uhk]``VYdi ``YX hc dcdi`UhYmci f Abbi U Gi a a UfmRYdcfh H\YVYck Z]YXgg\ci `XVYWa d`YhX]Zh\YmLFYUdd`]WWYhc mci UbXmci k Ubh h\Ya]bW XYX]b mci f Abbi U Gi a a UfmRYdcfh

Department/College   Service Screen

Scope of Service *

Type of Service

> At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report

The Professional Service screen is identical to the Committee/Conference Service screen. Once complete, you may add more entries by clicking the button in the bottom right corner. You can also delete any you have added, and when the item is finished you can add more entries in the Committee/Conference section.

Professional   Service   Screen

Position/Role

[dropdown]   [   ]

Explanation of "Other"

[   ]

Organization/Committee

[   ]

City, State and Country

City	State	Country
[dropdown] [   ] [dropdown ▼] [   ]

Responsibilities/Brief Description

Start Date

Month	Day	Year
[dropdown ▼]	[ ]	[ ]

End Date

Month	Day	Year
[dropdown ▼]		

→ At least one date **must** be entered and be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report.

H\YXUHUZ]YXgg\ckb VYck]bX]WhYh\Y]bZcfa Uh]cb h\Uk]``VYdi ``YXhc dcdi `UhYmci f Abbi U
Gia a UfmRYdcfh H\YVYck ZYXgg\ci `XVYWa d`YhX]Zh\YmLFYUdd`]WV`Yhc mci UbXmci kUbh
h\Ya]bW XYX]b mci f Abbi U Gia a UfmRYdcfh

Public Service Screen

H\YXUHUZ]YXgg\ckbVYck]bX]WhYh\Y]bZcfaUh]cbh\Uhk]``VYdu``YXhcdcdi`UhYmcifAbbiU Gia aUfmRYdcfh H\YVYckZYXgg\ci`XVYWcmd`YhYX]Zh\YmLfYUdd`]WW`Yhcmci UbXmcikUbh h\Ya]bW]XYX]bmcifAbbiU GiaaUfmRYdcfh

Brief Reflection on Professional Achievements and Goals   Screen