



**Faculty180
Workload
Upload Documents**

August 2013

Accessing the Workload

Demo University
(Your Logo Here)

HOME MY DATA REPORTS ADMINISTRATION SETUP COMMUNICATION

Welcome Scott K. Harris

Messages

Input Forms 2 items

- Update Profile Form
- Complete Workload Form: Spring 2012

Evaluations 1 item

Resources

- Change Password
- Site Map
- Help Videos
- Help
- FAQ

Quicklinks

- St Mary's Test Report
- My Activities (Spring 2008 - Spring 2011)
- Scholarly work for Tenure Track

Teaching Section

Activity Input Form -- Spring 2012

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[Teaching] | Advising Load | Student Supervision | Scholarly Contributions & Creative Productions | Institutional Committees | Other Institutional Service | Professional Service | Community Service | Professional Development | Consulting | Other | Grants

Simple View Detailed View

Teaching

Courses Taught data is shown. This data was preloaded.

Group Courses	Dept./No./Section	Course Title	Lecture Hours	Lab Hours	Enrollment	Credit Hours	Teaching Load	Course Not Taught	Classify
<input type="checkbox"/>	CIS 305 1	Object-Oriented Programming Visual C++	0	0	14	3	3	<input type="checkbox"/>	Completed
<input type="checkbox"/>	CIS 490 1	IT Project Management	0	0	5	3	3	<input type="checkbox"/>	Classify
<input type="checkbox"/>	CIS 690 200	Information Systems Projects	0	0	6	3	4	<input type="checkbox"/>	Classify
<input type="checkbox"/>	CIS 690 204	Information Systems Projects	0	0	1	3	4	<input type="checkbox"/>	Classify
Group	Totals:		0.00	0.00	26.00	12.00	14.00		

Course Attachments

Spring 2012

Course	Syllabus	Course Evaluation	Peer Evaluation	Other	Add
CIS 305 1	1	-	-	-	Add
CIS 490 1	1	-	-	-	Add
CIS 690 200	1	-	-	-	Add
CIS 690 204	1	-	-	-	Add

Click 'Add' to upload documents that are related to Courses Taught.

Teaching Load

Spring 2012	Total
14	14

Display of Teaching Load reported in 'A' above.

Uploading Courses Taught Related Supporting Materials

B Course Attachments

Spring 2012

Click 'Add'

Course ↑	Syllabus	Course Evaluation	Peer Evaluation	Other	Add
CIS 305 1	1	-	-	-	Add
CIS 490 1	1	-	-	-	Add
CIS 690 200	1	-	-	-	Add
CIS 690 204	1	-	-	-	Add

Course Attachments

File No file selected.

Click to navigate to the location of the material to be loaded.

Type

Select the appropriate 'type'
 * Syllabus
 * Course Evaluation
 * Peer Evaluation
 * Other

Click Upload

Course Upload
 CIS 305 1

B Course Attachments

Spring 2012

For this example, a Course Evaluation was uploaded. More than one of each type can be uploaded.

Course ↑	Syllabus	Course Evaluation	Peer Evaluation	Other	Add
CIS 305 1	1	1	-	-	Add
CIS 490 1	1	-	-	-	Add
CIS 690 200	1	-	-	-	Add
CIS 690 204	1	-	-	-	Add

Click on the hyperlinked # (1) to check / review the material.

B Course Attachments

Spring 2012

Click the 'icon' to view

Click the 'icon' to delete

Course ↑	Syllabus	Course Evaluation	Peer Evaluation	Other	Add
CIS 305 1	1	1	-	-	Add
CIS 490 1	1	-	-	-	Add
CIS 690 200	1	-	-	-	Add
CIS 690 204	1	-	-	-	Add

Course Evaluation

File

Sample document to upload.pdf

Click Return when done