Common Activities and Entry Locations

The following information provides   a list of major faculty activities and corresponding entry locations in : D W H U P D U N   ) D F X O W \   6 X F F H V V

Name of Screen	Category	Description
Personal and Contact Information	General Information	This screen captures your personal and contact information such as your name, email address, phone number, office location, and other optional fields . Some fields have beerpre-populated.
Biography and Expertise	General Information	This screen captures your brief biography, areas of specialization, professional interests, other interests, notable courses taught, and languages.
Administrative Data ±Permanent Data	General Information	This screen captures your starting rank and start date at Skidmore, dates of subsequent rank(s) attained, and tenure decision date. Start date at Skidmore has been pre-populated and is read only. Fields on this screen should be updatedwhen you attain a new rank.

Administrative Data
±Yearly Data   Genera

	Category	Description
	General Information	This screen captures information about your administrative assignments at Skidmore (i.e., Acting Chair, Assistant Dean, Assistant Director, Associate Chair, Associate Dean, Associate Director,Chair, Dean, Director, or Endowed Chair), both at the College and Department level.
Awards and Honors	General Information	This screen captures information about your awards and honors related to leadership, scholarship/research, service (college, professional, public) and teaching for which you may have been nominated or received.
Consulting	General Information	This screen captures information about consulting work performed for an organization , either compensated or pro bono, that was contracted between you and the client organization and did not go through Skidmore. If you served as a consultant on a grant, you may also wish to enter this L Q I R U P D W L R Q X Q G H U W K H ³ & R Q Grants and 6 R Q V R U H G 5 H V H D U F K ´ \

Course Releases

Name of Screen	Category	Description
Education	General Information	This screen captures information about your education such as degree, institution, major, thesis, year completed, advisor information, and associated coursework.
Faculty Development Activities Attended	General Information	This screen captures information about your development activitie s attended that serve to develop your knowledge and skills, such as conference attendances, continuing education programs, faculty internship/fellowships, self -study programs, seminars, tutorials, or workshops.
Licensures and Certifications	General Information	This screen captures any licenses/certifications held.

Media Appearances

Name of Screen	Category	Description
Scheduled Teaching	Teaching	This screen captures information about each course taught. Most fields are pulled from Banner and are read only. However, you may enter details, such as whether the course was a new course preparation or new format for an existing course and any comments.
Teaching Innovation and Curriculum Development	Teaching	This screen captures activities related to curricular development, preparation of new courses or degree programs, revisions to existing courses or degree programs, and other strategies for improvement before they are actually implemented. You may enter information related to your preparation or development of specific teaching innovations such as new classroom techniques; new teaching material such as course modules; or activities that will enhance student learning such as guest speakers, etc.
Contracts, Fellowships, Grants and Sponsored Research	Scholarship/Research	This screen captures details about grants, contracts and fellowships, both internal or external to Skidmore, and whether planned, pending, funded or not funded. You may also enter details about any additional investigators (both Skidmore and external, including students), collaborating institutions or subcontractors. If you received a pedagogy grant to develop a course, you may also wish to enter this information under the Teaching (r)-1.

Name of Screen	Category	Description
Other Research Activity	Scholarship/Research	

Name of Screen	Category	Description