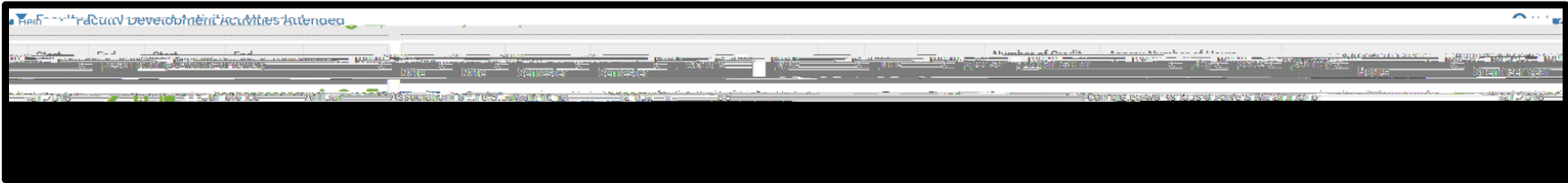



# Faculty Annual Report Guide: Faculty Development Activities Attended

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The Faculty Development Activities Form enables you to report trainings, workshops, and seminars you attended. To report faculty development activities you attended, click on the  button.

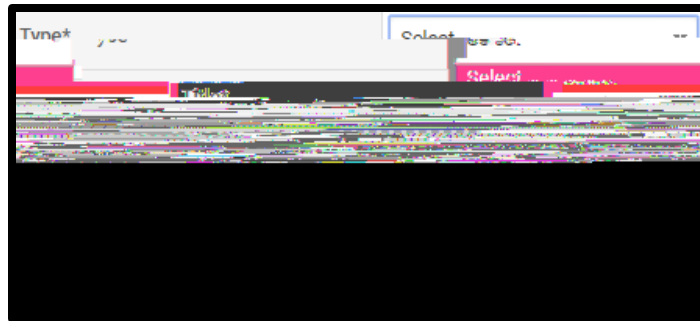
Any previously reported Faculty Development Activities will also be listed and you can edit, delete, or duplicate any of these previously reported activities.

*Appearance*

*Editing*

All asterisked (\*) fields are required. If any are incomplete, then you will not be able to save your changes.

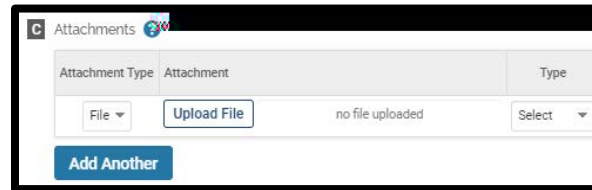
Required: Specify the s



Optional: Number of credit hours and the approximate number of hours spent per year.



*Appearance*



A screenshot of a web form titled "Attachments". The form has a table with three columns: "Attachment Type", "Attachment", and "Type". Under "Attachment Type", there is a dropdown menu with "File" selected. To the right of the dropdown is an "Upload File" button. Below the dropdown and button, the text "no file uploaded" is displayed. To the right of this text is a "Select" dropdown menu. At the bottom left of the form is a blue "Add Another" button.

OR



A screenshot of the same "Attachments" form. In this version, the "Attachment Type" dropdown menu has "URL" selected. The "Attachment" field contains the text "http://www.interfolio.com". The "Type" dropdown menu is set to "Select". The "Add Another" button is still present at the bottom left.

*Editing*

Optional: You can upload file attachments or provide a URL to a website relevant to your faculty development activity.

For each faculty development activity attended, you must tag it with a start and end semester and year. This is how it is pulled into your Faculty Annual Report (e.g., a faculty development activity attended tagged Fall 2018 through Spring 2022 will show up in your 2018, 2019, 2020, 2021, and 2022 FARs).

