

HELPFUL HINTS/INSTRUCTIONS: **HBCU_UP FACULTY DEVELOPMENT**

- The form in its current state can only be used with Internet Explorer.
- The form will only accept Faculty development activity data pertaining to the collecting academic year (stated on the online form).
Ex: if the current date is September 26, 2005, the collecting academic year is July 1, 2004 – June 30, 2005.
- Use your 7 digit faculty ID # found on your badge as your username.
- Passwords will be distributed annually. Passwords will expire on the date the data is due.
- A database stores your data, therefore you may submit your faculty development activity data throughout the year up until the due date when the password expires.

HBCU-UP FORM

Today's Date: 09/26/2005 DEADLINE: Friday, 09/30/05

TITLE: Dr. NAME: First Last

FACULTY ID#: [77667756677] RANK: Adjunct

EMAIL ADDRESS: (For confirmation notice)

DEPARTMENT: Allied Health

OFFICE LOCATION: (FAB) - Fine Arts Building Room:

IF YOU ARE A NEW USER (NEVER SUBMITTED YOUR DATA USING THIS ONLINE FORM) YOUR FORM SHOULD LOOK SIMILAR TO THIS AFTER YOU LOGIN.

Today's Date: 09/26/2005 DEADLINE: Friday, 09/30/05

NAME	FACULTY ID	EMAIL
Dr. Linda George	51535	lgeorge@yahoo.com
RANK	DEPARTMENT	
Assistant Professor	Computer Science	

Instructions: After reading each question below, answer the question by selecting the

IF YOU HAVE SUBMITTED YOUR HBCU-UP FACULTY DEVELOPMENT ACTIVITIES USING THIS SYSTEM BEFORE, YOUR SCREEN SHOULD LOOK LIKE THIS AFTER YOU LOGIN.

1. Enter detailed information about an activity by selecting the number of activities you'd like to submit. the form will expand to accommodate the number chosen from the pulldown menu.

Form no later than Friday, September 30, 2005

PROFESSIONAL DEVELOPMENT ACTIVITIES

1. How many national conferences did you attend during the 2004 - 2005 academic year? 0
2. How many faculty development workshops/seminars did you attend during the 2004 - 2005 academic year? 0
3. How many advanced courses/degrees/certificates did you

NOTE: YOU MAY SUBMIT THE FORM AS MANY TIMES AND AT ANY TIME DURING YOUR VISIT. IF YOU RELOAD BEFORE YOU SUBMIT, ALL DATA ON THE FORM WILL BE LOST.

2. **Reset:** clear all values, but will not deflate expanded form items. Use browser's "Refresh" button to clear the entire form.
3. **Submit:** submit all data currently on the form.

OTHER ACCOMPLISHMENTS

10. How many other acknowledgements or awards did you receive during the academic year 2004 - 2005?

Reset ValuesSubmit Information to SST

ONCE YOU SUBMIT YOUR DATA, YOU WILL THEN VIEW/RECEIVE YOUR CONFIRMATION REPORT
CONFIRMATION REPORT

This button allows you to return to the previous screen (HBCU-UP FORM) to enter more information. You may submit as many times and at any time during your visit.

PLEASE LOGOUT FROM SYSTEM WHEN COMPLETED

[SUBMIT MORE INFORMATION](#) [LOGOUT](#)

School of Science & Technology
Faculty Information, Professional Development & Research Activities
Academic Year: 2004 - 2005
09/26/05

Thank you Dr. Linda George!
This information has been submitted to the STARS OFFICE.
This is your Confirmation Report.
Please print a copy of this form for your records.

TITLE	NAME	FACULTY ID#
Assistant Professor	Dr. Linda George	51535
DEPARTMENT		EMAIL
Computer Science		lgeorge@yahoo.com

PROFESSIONAL DEVELOPMENT ACTIVITIES

TITLE	NAME	FACULTY ID#
Assistant Professor	Dr. Linda George	51535
DEPARTMENT	EMAIL	
Computer Science	lgeorge@yahoo.com	

PROFESSIONAL DEVELOPMENT ACTIVITIES

Listed below are the 4 National Conferences you attended and your participation during the 2004 - 2005 academic year, including date and location.

Title #1: HBCU-UP National Undergraduate Research Conference Attend Date #1: 02-2005 Involvement #1: STARS Program Coordinator and Data Manager	Location #1: New Orleans, LA Last Updated #1: 2005-03-01
Title #2: HBCU Summit on Retention Attend Date #2: 03-2005 Involvement #2: Presented a paper on the STARS Tutoring Center	Location #2: Ocean City, Maryland Last Updated #2: 2005-09-22
Title #3: National Science Foundation Joint Conference Attend Date #3: 04-2005 Involvement #3: Attendee	Location #3: Washington, DC Last Updated #3: 2005-09-22
Title #4: Elizabeth City State University Career Fair 2004 Attend Date #4: 09-2004 Involvement #4: Recruit students for the School of Science and Technology at the Career Fair	Location #4: Elizabeth City, NC Last Updated #4: 2005-09-22

Listed below is title of the 1 Workshop/Seminar you attended and your participation during the academic year 2004 - 2005, including date and location.

Title #1: Noel Levitt Conference on Retention	Location #1: Washington, DC
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The confirmation page displays the exhaustive listing of the activities you've submitted for each category.

