

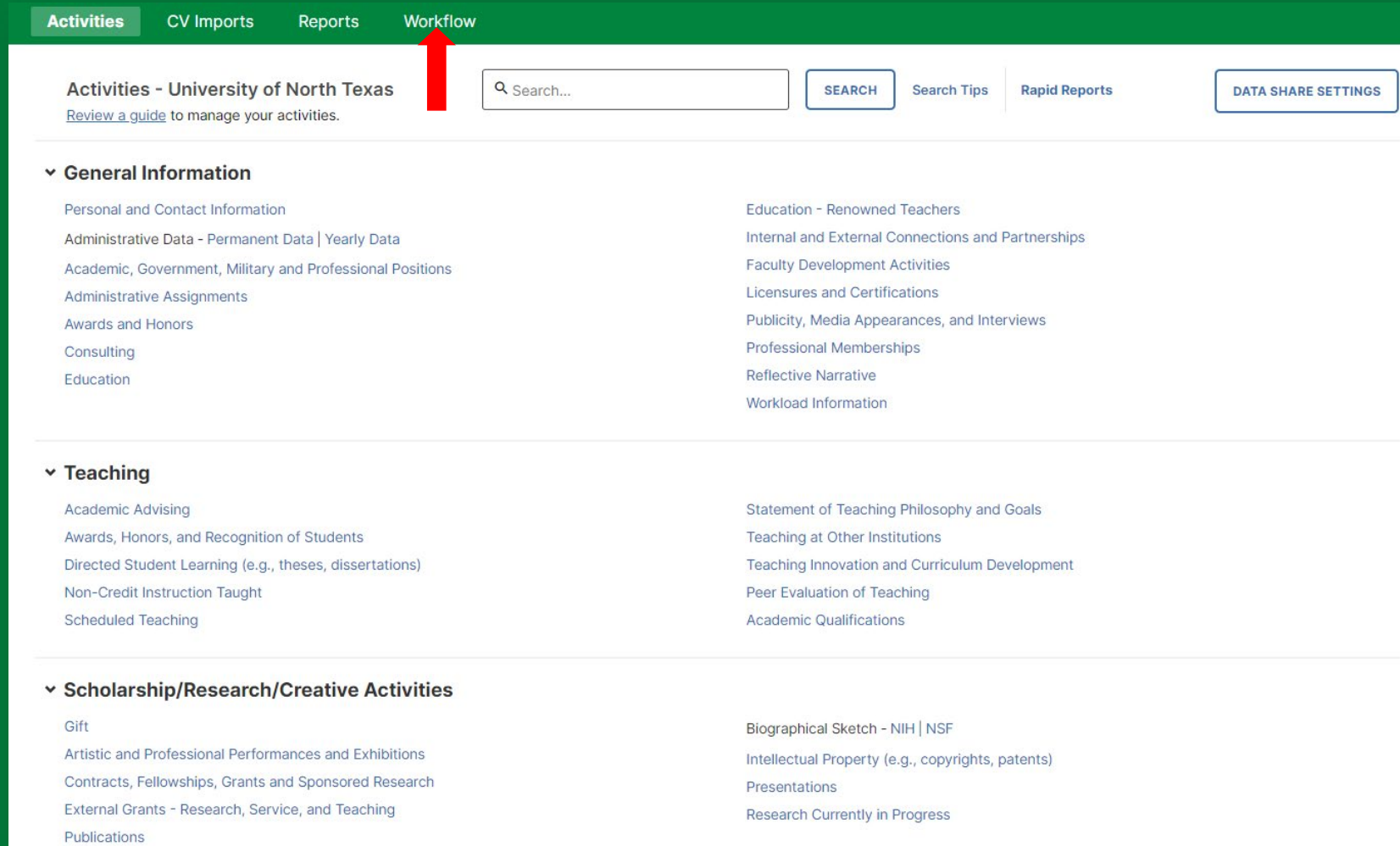


Annual Review Workflow

Instructions for Personnel Affairs Committee Member



Please use Chrome or Firefox for capability purposes.
From your FIS profile, click on the Workflow tab.



The screenshot shows the 'Workflow' tab selected in the navigation bar. The page title is 'Activities - University of North Texas' with a link to 'Review a guide to manage your activities.' A search bar with a 'SEARCH' button and 'Search Tips' link is present. A 'Rapid Reports' button and a 'DATA SHARE SETTINGS' button are also visible. The main content is organized into three sections: 'General Information', 'Teaching', and 'Scholarship/Research/Creative Activities', each with a list of sub-items.

Activities - University of North Texas
[Review a guide](#) to manage your activities.

Search... **SEARCH** Search Tips **Rapid Reports** **DATA SHARE SETTINGS**

General Information

- Personal and Contact Information
- Administrative Data - Permanent Data | Yearly Data
- Academic, Government, Military and Professional Positions
- Administrative Assignments
- Awards and Honors
- Consulting
- Education
- Education - Renowned Teachers
- Internal and External Connections and Partnerships
- Faculty Development Activities
- Licensures and Certifications
- Publicity, Media Appearances, and Interviews
- Professional Memberships
- Reflective Narrative
- Workload Information

Teaching

- Academic Advising
- Awards, Honors, and Recognition of Students
- Directed Student Learning (e.g., theses, dissertations)
- Non-Credit Instruction Taught
- Scheduled Teaching
- Statement of Teaching Philosophy and Goals
- Teaching at Other Institutions
- Teaching Innovation and Curriculum Development
- Peer Evaluation of Teaching
- Academic Qualifications

Scholarship/Research/Creative Activities

- Gift
- Artistic and Professional Performances and Exhibitions
- Contracts, Fellowships, Grants and Sponsored Research
- External Grants - Research, Service, and Teaching
- Publications
- Biographical Sketch - NIH | NSF
- Intellectual Property (e.g., copyrights, patents)
- Presentations
- Research Currently in Progress

Locate the name of the candidate you would like to review and click on the corresponding link

▼ Inbox (1)

► Show Filters (1)

NAME ▼	STEP ▼	DEPARTMENT ▼	CANDIDATE ▼	DUE DATE ↓½ ▼	DATE RECEIVED ▼
2024-2025 Annual Review	PAC Annual Review Recommendation	Academic Administration	Shrestha, Nicky	October 5, 2024 @ 11:59 PM 🕒 Due soon	October 3, 2024 @ 3:40 PM

Please review the information which have been submitted previously and coordinate with the committee chair to provide your input regarding the candidate.

Was this peer-reviewed/referenced?
Type of review

< PAC Annual Review Recommendation Step - Due October 5th, 2024 @ 11:59 PM

Candidate: Nicky Shrestha published

Download CANCEL Actions

Refresh annual review report:

Click on the "Refresh Report" icon below.


Refreshing the report will ensure your recent FIS profile changes are incorporated in your annual review report. Today's date will be displayed after clicking the Refresh Report icon.

Click on the annual review report pdf to ensure it is accurate and complete. If it is correct, click on "Action" in upper right corner then click Submit to PAC Annual Review Recommendation step.

If it is not correct, return to FIS and edit your profile. You will return to Workflow, refresh the report again and confirm it is correct. When it is correct, click on "Action" in upper right corner then click Submit to PAC Annual Review Recommendation step.

Annual review report:

Annual Report - VPAA 160


 Last Updated
October 3rd, 2024 at 12:13 PM

Please select "Action", then click "Save Draft" until you are sure your submission form is complete before submitting to next step.

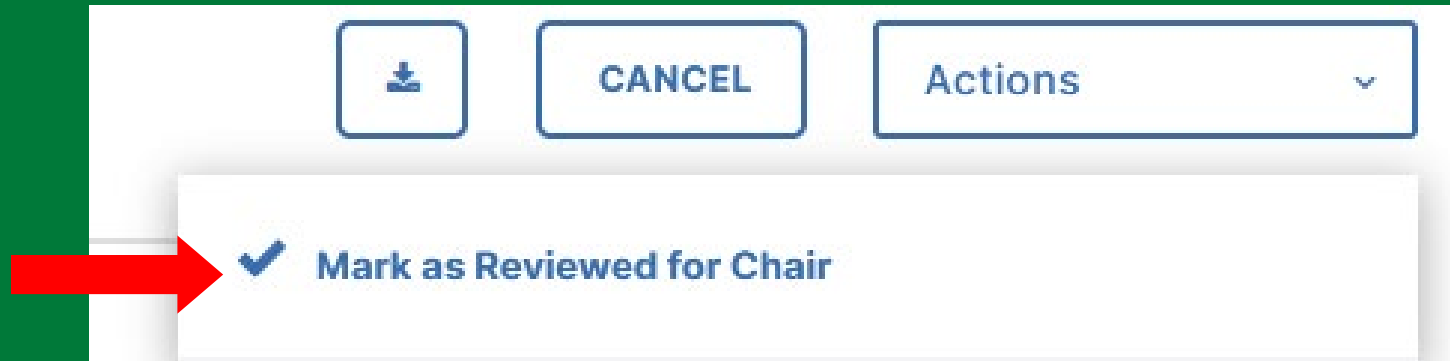
The maximum file size is 1GB. You will receive an error message "Unable to upload file.xxx" if the file is too large. Click "Delete File" to remove the over-sized file.

Upload unit-specific supporting documentation (optional):

Unit-specific supporting documentation:

 [Sample Document.pdf \(12.96 KB\)](#)

At the top right corner, click on 'Actions' and choose 'Mark as Reviewed for Chair' to notify the chair that you have reviewed the candidate's dossier.





Please contact the FIS Team for additional information or assistance:

Faculty.Info@unt.edu

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