

Below is a list of sect ons that are used to populate the Faculty Annual Achievement Report in UNLV Folio. Review each sect on to make sure that the informat on is correct and up to date. All act vit es that occurred or were ongoing during the calendar year under review will be included in the report.

As noted below, some sect ons are populated with data that comes from other university systems of record and cannot be directly edited by you. In those cases, please contact UNLV Folio Support to report errors.



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This sect on displays academic rank and posit on informat on. More than one posit on may be displayed. Informat on here is obtained directly from Workday and therefore cannot be edited.

## **Current Employee Details**

This sect on displays your employment details, taken from Workday and cannot be directly edited by you.

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This sect on includes informat on on when you at ained your academic rank at UNLV and, if applicable, informat on about your tenure status at UNLV. Please update as appropriate.

For each record, make sure that the Start Semester and End Semester fields are accurate. Pay special at ent on to those End Semester dates that are listed as "Ongoing." If the act vity has concluded, please update the feld to refect its complet on.

## **NARRATIVE: Opening Statement**

Use this to summarize your accomplishments for the period under review. Please keep this under or close to 700

