HOW TO NAVIGATE AREAS OF INTEREST (CV MANAGEMENT)

TARGET AUDIENCE: FHS DB USER (FACULTY)

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LOGIN

Login to the system using your MacID/password or local login.

If you have any questions about how to login, refer to this user guide on our website ***How to Login to FHS DB***

OVERVIEW

This section is in the McMaster CV. If you wish you may include a brief outline of your interests here.

BEST PRACTICE

This section should not be used to duplicate activities from other sections. Information can be sub-categorized by Administration, Clinical, Consulting, Research, Teaching and Other. Entries to be kept brief and should contain 200 characters or less each. This section is not widely used in FHS and is optional.

Questions regarding content placement can be directed to your department Academic Coordinator.

EXAMPLES

Clinical

1. Maternal Fetal Medicine
2. Autoimmune Diseases

Teaching

1. Undergraduate Education
2. Graduate Medical Education in Surgery and Vascular Surgery

AREAS OF INTEREST INSTRUCTIONS

LOCATING SECTION

Login to FHS DB and navigate to the CV Management menu on the left. Select Areas of Interest.

FEATURES

The section will be displayed upon selection. Users can sort and search within the section as well as add, edit, and delete entries.

DATA ENTRY FORM

The form contains prompts for users showing fields that are mandatory and information for subheadings. **Maximum character limit counts down for user when entering in the field.**

NEED SUPPORT?

All FHS DB User Guides can be found on the FHS DB website