Submitting Non-Tenure Track Promotion Files in Panther180
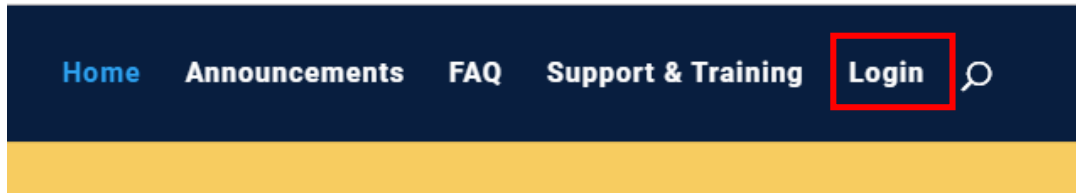
Step-By-Step Guide

*Updated Summer 2019
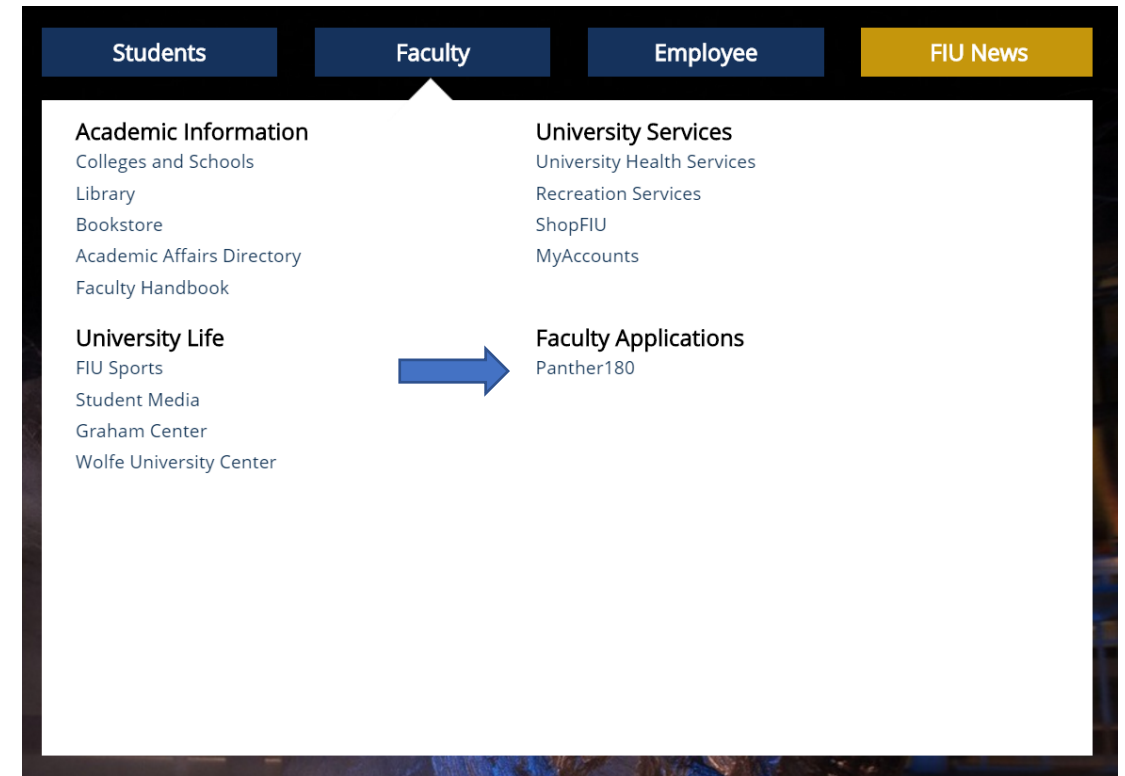
How Do I Login to Panther180?

- https://my.fiu.edu
- Click on Faculty tab > Faculty Applications > Panther180

- http://panther180.fiu.edu

OR

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Single Sign-On has been implemented which allows faculty to login with their AD credentials

Click on the Dashboard Message

Welcome back, Roary I Panther

Your Action Items

2019-2020 Non-Tenure Track Promotion Application
Activity Input | 2019-05-01 12:00 am - 2019-08-29 11:59 pm | Panther180

Due: **Aug 29, 2019**

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Forms & Reports

Activity Input

Quicklinks ⌄

2019-2020 Non-Tenure Track Promotion NTTP (Default)

Activity Period
Fall 2013 - Fall 2019

Status
Not Submitted, Last updated on May 1, 2019

Preview
Preview CV

Submit For Review **Save and Go Back** **Cancel**

Jump to Section ⌄

◯ Show All | ◯ Hide All

▸ Courses Taught

▸ Teaching Innovation and Evidence of Other Relevant Teaching Activities

▸ Student Supervision/Mentoring

▸ Scholarly Publications and Creative Activities

▸ Research/Grants

▸ Professional Honors, Prizes, Fellowships

▸ University Committees

▸ Other Institutional Service

▸ External Service

▸ Professional Development

▸ Consulting

▸ Engagement Activities

▸ Additional Documents

Submit For Review **Save and Go Back** **Cancel**

Fill out each section if the information is missing. Most information can be inputted throughout the year in your activities section.

Submit For Review: This button will submit your Self-Evaluation once you are complete.

Save and Go Back: This button is your save feature; you may save as many times as needed up until the due date. Please note your evaluation will not be submitted if you only use the save button.

Preview CV: This button is used to see what your evaluation will look like to whomever is evaluating your evaluation.

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If there are any sections that say, "Activities require your attention," what you need to do for those is the following:

1. Under the "Actions" column, update the information of whether the activity is still ongoing, or it has ended. (For Scholarly Publications, state whether the work has been completed, is in progress, submitted, etc.)
2. When finished reviewing and updating, click the "Update" button at the bottom of each of these sections.

▼ University Committees   **Activities require your attention**   ❓ Help

Committee Name	^	Start Term	^	End Term	^	Actions
Faculty Development Committee		Fall 2012		Ongoing		⦿ Ongoing Activity ◯ Activity Ended

[Add] [View All]   [Update]

▼ External Service   **Activities require your attention**   ❓ Help

Title	^	Organization	^	Description	^	Start Term	^	End Term	^	Actions
Title		Organization		dgsdg'klmfd'neg		Fall 2017		Ongoing		⦿ Ongoing Activity ◯ Activity Ended

[Add] [View All]   [Update]

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At the bottom of your application you may add any additional supporting information. If you save, you can come back to the evaluation and add more documents until you submit.

▶ Professional Development   ❓ Help

▶ Contributed Letters of Evaluation (If applicable)   ❓ Help

▼ Additional Documents   ❓ Help

Document Name	^	Start Semester	^	End Semester	^	Actions

Add **View All**

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Once your application is complete and you have added all documents, select the "Submit For Review" button. This button is located on the top and bottom of your self-evaluation.

2019-2020 Non-Tenure Track Promotion NTTP

Activity Period	Status	Preview
Fall 2013 - Fall 2019	Not Submitted, Last updated on May 1, 2019	Preview CV

Submit For Review   Save and Go Back   Cancel

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Questions?

Panther180@fiu.edu or call 305-348-2169

Register for training sessions at http://professionaldevelopment.fiu.edu

1. click on "Enroll"
2. Select "Academic Affairs" from Department List
3. Select Panther180 Open Labs
4. Select desired session and hit "Select"
5. Select "Confirm Pending Enrollments"

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