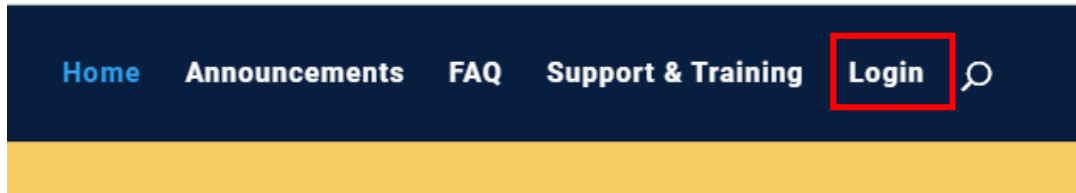


Submitting Self- Evaluations/Activity Reports in Panther180 Step-By-Step Guide

*Updated Spring 2019

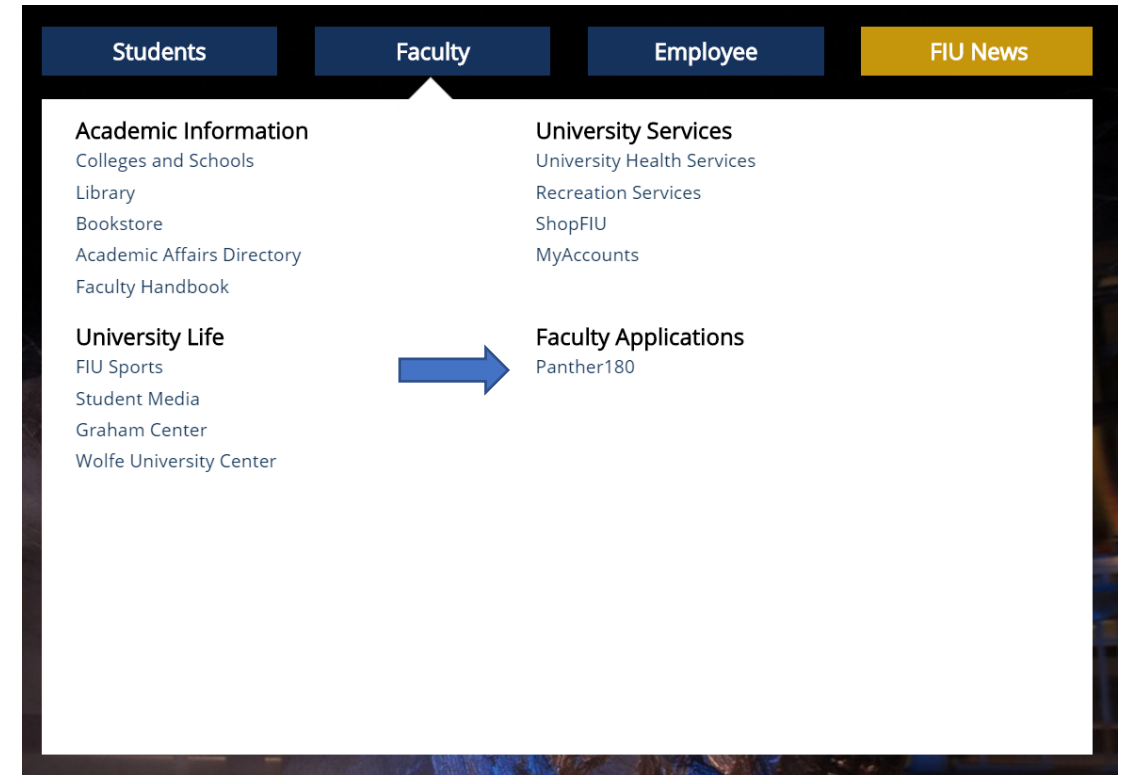
How Do I Login to Panther180?

- <http://panther180.fiu.edu>

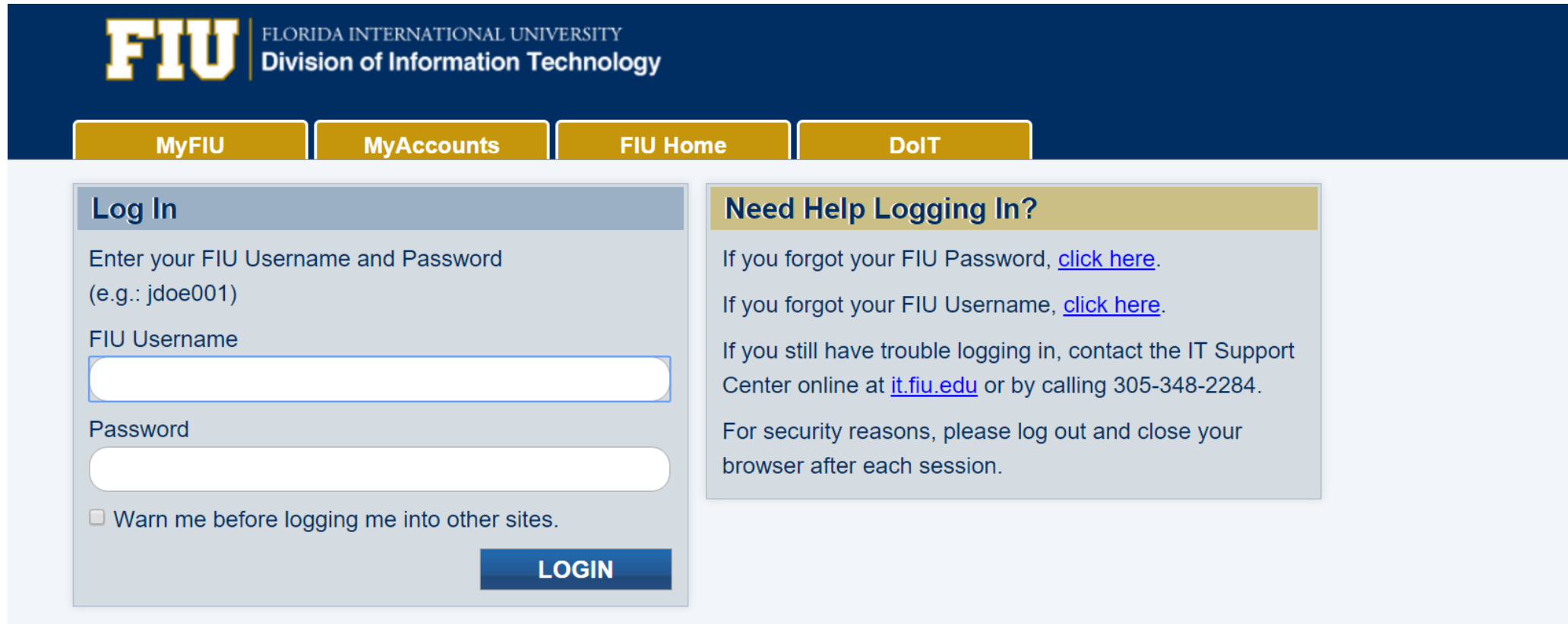


OR

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





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



The screenshot shows the FIU Division of Information Technology login page. At the top, there is a dark blue header with the FIU logo and the text "FLORIDA INTERNATIONAL UNIVERSITY Division of Information Technology". Below the header are four navigation buttons: "MyFIU", "MyAccounts", "FIU Home", and "DoIT". The main content area is divided into two sections. On the left is a "Log In" form with the following elements: a heading "Log In", a prompt "Enter your FIU Username and Password (e.g.: jdoe001)", a label "FIU Username" above a text input field, a label "Password" above a password input field, a checkbox labeled "Warn me before logging me into other sites.", and a blue "LOGIN" button. On the right is a "Need Help Logging In?" section with a yellow header. It contains three paragraphs of text: "If you forgot your FIU Password, [click here](#).", "If you forgot your FIU Username, [click here](#).", and "If you still have trouble logging in, contact the IT Support Center online at it.fiu.edu or by calling 305-348-2284." Below this is a security notice: "For security reasons, please log out and close your browser after each session."

Click on the Dashboard Message

Your Action Items

 [2017-2018 Annual Faculty Self-Evaluation](#) Due: **May 18, 2018** 

Activity Input | 2018-04-02 12:00 am - 2018-05-18 12:00 am | Panther180

Jump to Section ▾

▾ Show All | ▴ Hide All

2017-2018 Annual Faculty Self-Evaluation (Default)

Summer 2017 - Spring 2018

Submit For Review

Save and Go Back

Preview CV

▾ Instructions



I certify that I have uploaded all appropriate documents and that all works are my own. Furthermore, I hereby certify that the information provided in this curriculum vita is accurate and complete to the best of my knowledge. I understand that if I have knowingly provided false information or omitted relevant information, I may be subject to disciplinary action, including termination.

▶ 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

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.

Submit For Review

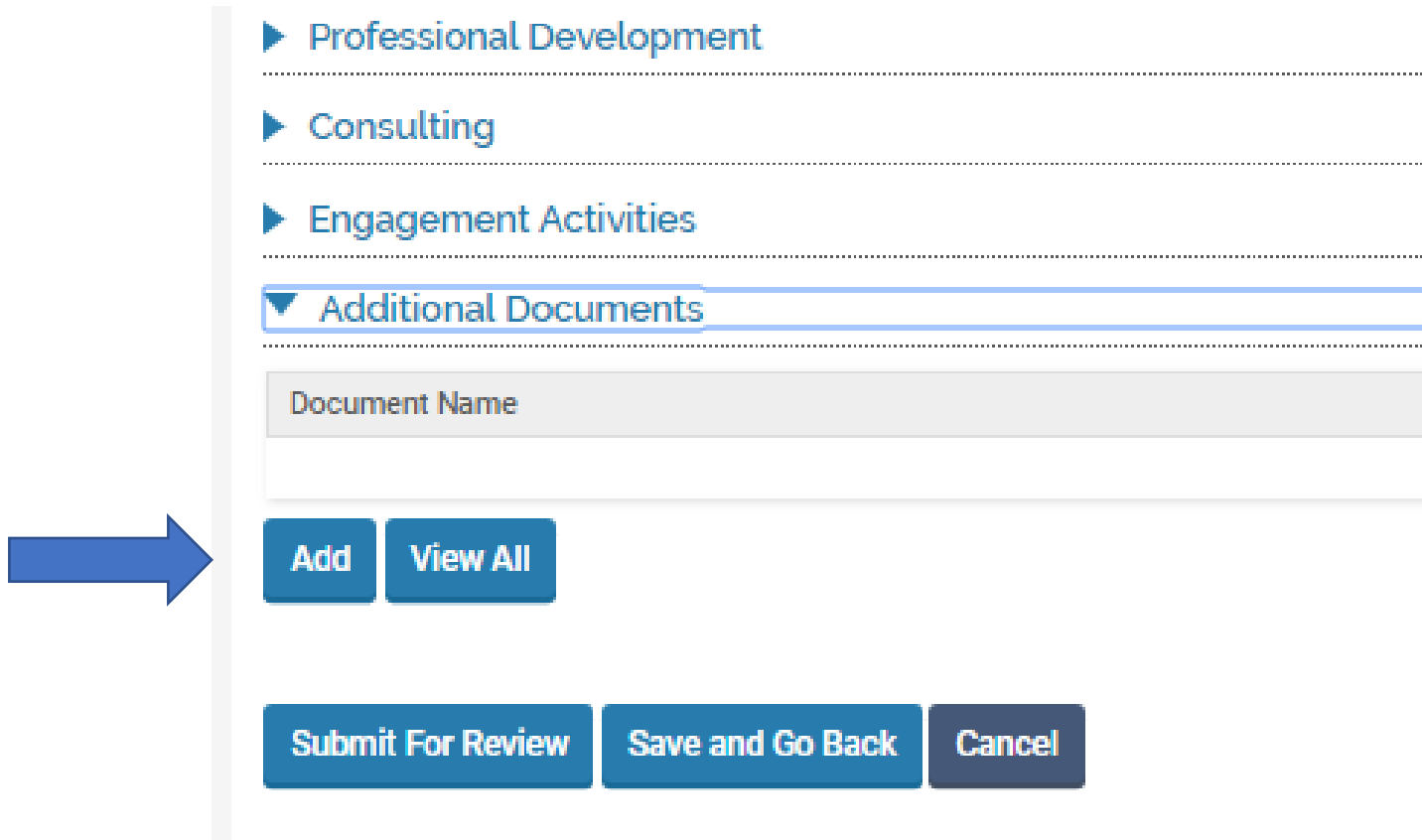
Save and Go Back

Cancel



Panther180

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



The screenshot shows a vertical list of categories on the left side of a form:

- ▶ Professional Development
- ▶ Consulting
- ▶ Engagement Activities
- ▼ Additional Documents

Below the 'Additional Documents' category is a text input field labeled 'Document Name'. Below the input field are two buttons: 'Add' and 'View All'. A large blue arrow points from the left towards the 'Add' button.

At the bottom of the form are three buttons: 'Submit For Review', 'Save and Go Back', and 'Cancel'.

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

2017-2018 Annual Faculty Self-Evaluation (Default)

Summer 2017 - Spring 2018

Submit For Review

Save and Go Back

Preview CV

Your chair will be notified that your self-evaluation is available for review. Once they have submitted your annual evaluation, you will be notified to acknowledge receipt and/or submit additional comments.

FIU

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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”