

# Service - Professional Service

1

## Service

University Service

Public Service

Professional Service

### Administrative Data

Permanent Data

Workload Information

Yearly Data

1

Under the Activities tab, choose the Professional Service link under the Service group.

2

## Professional Service

This screen captures activities and leadership positions for professional organizations, committees and clubs. Membership within these organizations may also need to the General Information category.



DUPLICATE

COMPARE

ADD NEW

Filters: None



POSITION/ROLE

EXPLANATION...

ORGANIZATIO...

CITY

STATE

MONTH, STAR...

DAY, STAR

No Data to Display

2

Select ADD NEW

3

### Professional Service

CANCEL

SAVE

SAVE + ADD NEW

Position/Role

Organization/Committee/Journal

City, State and Country

City

State

Country

AACSB: If this activity contributes to professional practice standards or public policy, provide a classification

Responsibilities/Brief Description

Rich text editor area with formatting options (B, I, U, X<sup>2</sup>, X<sub>2</sub>, etc.) and a text area for responsibilities/brief description.

Were you elected or appointed?

Audience

Served Ex-Officio?

Was this compensated or pro bono?

Approx. Number of Hours Spent Per Year

Note: For activities that are/were only on one day, leave the start date blank and specify the end date. For activities that you started but have not yet presently completed, specify the start date and leave the end date blank.

Start Date

Month

Day

Year

End Date

Month

Day

Year

Fill out as much information on this page as you can.

Once you have finished, always either Save or Save + Add New (to add another record).

3

At least one date at the bottom of the page is required in order to be able to save the information on this page.

At least one date is required

4

Click here to return to Activities

Professional Service

This screen captures activities and leadership positions for professional organizations, committees and clubs. Membership within these organizations may also need to be entered under Professional Memberships in the General Information category.

Filters: None

☐ POSITION/ROLE ☐ ORGANIZATION... ☐ CITY ☐ STATE ☐ MONTH, STAR... ☐ DAY, START D...

☐ Attendee, Meeting Example

Click here edit

Click here to add another record

SELECT COLUMNS

Update the columns displayed on this page

In order to delete, duplicate, or compare, you must check this box

4

You have several options on this page, see image.

5

Activities CV Imports

Professional Service

This screen captures activities and leadership positions for professional organizations, committees and clubs. Membership within these organizations may also need to be entered under Professional Memberships in the General Information category.

Filters: None

☐ POSITION/ROLE ☐ EXPLANATION... ☐ ORGANIZATION... ☐ CITY ☐ STATE ☐ MONTH, STAR... ☐ DAY, STAR...

☐ Attendee, Meeting Example

Select All Unselect All

- ☒ Position/Role
- ☒ Explanation of "Other"
- ☒ Organization/Committee/Journal
- ☒ City
- ☒ State
- ☐ Country
- ☐ AACSB: If this activity contributes to professional practice standards or public policy, provide a classification
- ☐ Responsibilities/Brief Description
- ☐ Were you elected or appointed?
- ☐ Audience
- ☐ Served Ex-Officio?
- ☐ Was this compensated or pro bono?
- ☐ Approx. Number of Hours Spent Per Year
- ☒ Month, Start Date
- ☒ Day, Start Date
- ☒ Year, Start Date
- ☐ Start Date
- ☒ Month, End Date
- ☒ Day, End Date
- ☒ Year, End Date
- ☐ End Date
- ☐ Record Owner
- ☐ Original Source
- ☐ Last Source
- ☐ Created
- ☐ Last Saved
- ☐ Record Start Date
- ☐ Record End Date

5

Use Select Columns to choose which columns you would like displayed.