

Web-based Option for Completing the Annual Faculty Report

A web-based version of the AFR has been developed by the Center for Educational Software Development (CESD), with the following features:

- The sections of the AFR requiring information from the faculty member may be completed on a secure OIT website.
- Faculty members may work on the AFR at any time, and as many times as they wish. Information entered will be stored and may be edited as often as desired. Drafts may be printed at any time.
- When completed, a final copy of the form may be printed for submission through the regular process.
- Where possible, information already stored in UMass databases will appear automatically in the appropriate places. In this first iteration, this includes appointment and other personnel data in Section I, and courses taught as posted on SPIRE.
- Faculty members who used the web-based system for the 2006 AFR will find information carried over to this year's form.
- Faculty members may log on to the system using the same UMass user name and password used for UMail, UDrive, OITUnix, and many other OIT systems.

The web-based system will be available by September 10, 2007. The web-based system will provide instructions for use after logging in. To log in, go to the following link <https://cesd2.cs.umass.edu/afr/servlet/AfrLogin> and sign in with your Net ID (OIT Account user name).