



# Academic Personnel Workflow System (APWS)

Spring 2021 Training Schedule

Date	Start Time	End Time	Location	Session Topic	Primary Audience
Thursday April 1 <sup>st</sup>	9:00 am	11:00am	<a href="#">Zoom Meeting</a>	<b>Solicitation Module</b> - How to solicit external reviewers in APWS.	Department Chairs & Department/College Staff
Wednesday, April 7 <sup>th</sup>	10:00 am	12:00 pm	<a href="#">Zoom Meeting</a>	<b>Faculty Submission Module</b> - How to submit a Reappointment, Promotion, or Tenure File in APWS.	Faculty who plan to submit a RPT file
Thursday, April 8 <sup>th</sup>	12:00 pm	2:00 pm	<a href="#">Zoom Meeting</a>	<b>Faculty Submission Module</b> - How to submit a Reappointment, Promotion, or Tenure File in APWS.	Faculty who plan to submit a RPT file
Tuesday, April 13 <sup>th</sup>	10:00 am	12:00 pm	<a href="#">Zoom Meeting</a>	<b>Solicitation Module</b> - How to solicit external reviewers in APWS.	Department Chairs & Department/College Staff
Thursday, April 15 <sup>th</sup>	11:00 am	1:00 pm	<a href="#">Zoom Meeting</a>	<b>Faculty Submission Module</b> - How to submit a Reappointment, Promotion, or Tenure File in APWS.	Faculty who plan to submit a RPT file
Wednesday April 21 <sup>st</sup>	12:00 pm	2:00 pm	<a href="#">Zoom Meeting</a>	<b>Faculty Submission Module</b> - How to submit a Reappointment, Promotion, or Tenure File in APWS.	Faculty who plan to submit a RPT file
Tuesday, April 27 <sup>th</sup>	9:00 am	11:00 am	<a href="#">Zoom Meeting</a>	<b>Faculty Submission Module</b> - How to submit a Reappointment, Promotion, or Tenure File in APWS.	Faculty who plan to submit a RPT file
Thursday April 29 <sup>th</sup>	11:00 am	1:00 pm	<a href="#">Zoom Meeting</a>	<b>Solicitation Module</b> - How to solicit external reviewers in APWS.	Department Chairs & Department/College Staff