WyoVita (Faculty 180) Tip Sheet





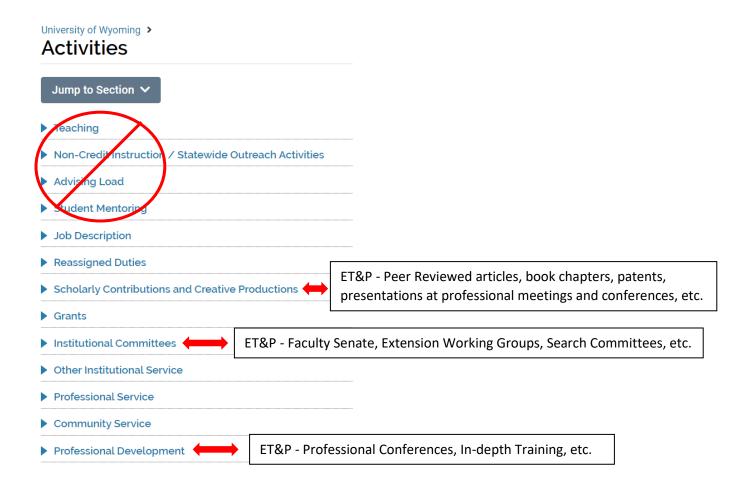
The sections included under Activities are designed to meet the reporting needs of all faculty members in the College of Agriculture and Natural Resources.

Several of the sections are prepopulated: Job Description; Grants which require a Green Sheet; and Consulting, paid or unpaid, in which you have a signed outside consulting form.

Because WyoVita is designed for the whole college, several of the sections will not be applicable to you. For example, Teaching is for college courses; Non-Credit Instruction/Statewide Outreach Activities is for campus based faculty who conduct an educational program in a community; Advising Load; Student Mentoring, etc.

Three sections are identified specifically for UW Extension. ALL Extension educators need to complete these three sections. If you are on Extended Term, there are additional sections in which you will enter information. Those are highlighted below.

Extension Educators CAN enter information in ANY of the sections. The more information you enter, the more complete your vita or CV will be, which can be beneficial.





Click on any section to get started!

If you have additional questions about how to navigate WyoVita, please contact Kim Reaman at kreaman@uwyo.edu.