myData to Review Profile Section Mapping Cheat Sheet

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EDUCATION

Education

PROFESSIONAL DEVELOPMENT TRAINING

Professional Development Training

LICENSES OR PERMITS

Licenses or Permits

PREVIOUS APPLICABLE ACADEMIC EMPLOYMENT

UCI:

<table>
<thead>
<tr>
<th>PERIOD</th>
<th>TITLE</th>
<th>STEP</th>
<th>TIME</th>
<th>DEPARTMENT</th>
</tr>
</thead>
</table>

UCI Employment History

Other:

Previous Employment

By selecting “Academic” from Experience Type drop down menu, entry appear in the Review Profile report.

TEACHING

Courses Taught

Courses Taught

<table>
<thead>
<tr>
<th>QTR/YR</th>
<th>COURSE #</th>
<th>TITLE</th>
<th>ENROLLMENT</th>
<th>#INSTS</th>
<th>%</th>
</tr>
</thead>
</table>

Medical Student Teaching

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>NUMBER OF STUDENTS</th>
<th>DATES</th>
<th>NUMBER OF HOURS/DAYS</th>
</tr>
</thead>
</table>

Ward Rounds

Medical Student/Graduate Teaching (Residents, other): Special Lectures, etc.

Select “Medical - Ward Rounds” from the Instruction Type drop down

Clinical Teaching

Medical Student/Graduate Teaching (Residents, other): Special Lectures, etc.

Select “Medical - Clinical Teaching” from the Instruction Type drop down

Grand Rounds, Special Lectures

Medical Student/Graduate Teaching (Residents, other): Special Lectures, etc.

Select “Medical - Lectures (Grand Rounds, Special Lectures)” from the Instruction Type drop down
myData to Review Profile Section Mapping Cheat Sheet
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Graduate Teaching (Residents, other)

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>NUMBER OF STUDENTS</th>
<th>DATES</th>
<th>NUMBER OF HOURS/DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ward Rounds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medical Student/Graduate Teaching (Residents, other): Special Lectures, etc.</td>
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<td></td>
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</tr>
<tr>
<td>Select “Residents/Other - Ward Rounds” from the Instruction Type drop down</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clinical Teaching</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medical Student/Graduate Teaching (Residents, other): Special Lectures, etc.</td>
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<tr>
<td>Select “Residents/Other – Clinical Teaching” from the Instruction Type drop down</td>
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</tr>
<tr>
<td>Grand Rounds, Special Lectures</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Medical Student/Graduate Teaching (Residents, other): Special Lectures, etc.</td>
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<td></td>
</tr>
<tr>
<td>Select “Residents/Other – Lectures (Grand Rounds, Special Lectures)” from the Instruction Type drop down</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Doctoral Students Supervised

Graduate & Undergraduate Students Supervised

(a) those who received their Ph.D.
Select “Doctoral Candidacy Committee” or “Doctoral Committee” as the Involvement Type and select “Completed” as the Stage of Completion, with a “Start Date” or “End Date” that falls within the review period.

(b) those who advanced to candidacy
Select “Doctoral Candidacy Committee” as the Involvement Type and “Advanced to Candidacy” as the Stage of Completion, with a “Start Date” or “End Date” that falls within the review period. It is helpful to insert the “Date of Advancement to Candidacy”, especially for your own students, but the advancement date is not the determining date.

(c) pre-dissertation committees
Select “Predissertation Committee” as the Involvement Type, showing a date within the review period. The Stage of Completion will not alter where the data appears.

(d) other doctoral research supervision
Select either: “Doctoral Candidacy Committee” as the Involvement Type and “In Progress” as the Stage of Completion or “Doctoral Committee” as the Involvement type with either “In Progress” or “Advanced to Candidacy” as the Stage of Completion. Again, the start or end dates must be in the review period.
**myData to Review Profile** Section Mapping Cheat Sheet

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**Master's Thesis Students Supervised**

Select “Master's Thesis Committee” as the Involvement Type, with a start or end date within the review period. The Stage of Completion will not alter where the data appears.

**Postdoctoral Scholars Supervised**

As long as “Postdoctoral Research Supervision” is selected as the Involvement Type, with start or end dates within the review period, data will appear under this heading. The Stage of Completion will not alter where the data appears.

**Undergraduate Student Research Supervision**

Select “Undergraduate Honors Thesis” or "Undergraduate Research Supervision" as the Involvement Type and a “Date Started” and “Date Completed” that falls within the review period. The Stage of Completion will not alter where the data appears.

**Other Research Supervision**

Select either “Directed Individual/Independent Study,” “Internship,” or “Visiting Scholar” or simply make NO selection for the Involvement Type. Changing the “Stage of Completion” will not alter where this information appears.

**Teaching Innovations and Curriculum Development**

**Teaching Innovations and Curriculum Development**

**Special Pedagogical Activities**

**Special Pedagogical Activities**

**Diversity Activities Related to Teaching (see APM 210)**

**Diversity Activities** (Select “Teaching” as the “Scope of Activity”)
**PUBLICATIONS AND CREATIVE ACTIVITY**

**Intellectual Contributions (Publications, etc.)**

Select the type of contribution from the Contribution Type drop down menu.

Select “Accepted” or “Published” from the Current Status drop down menu; enter a date (or at the very least a year) in the Date Accepted or Date Published field (towards bottom of the screen of the Activities Database).

**Artistic and Professional Performances and Exhibits**

**Artistic and Professional Performance Exhibits**

Select from the “Type of Work” drop down menu; enter a date (or at the very least a year) in the Start Date or End Date field (towards bottom of the screen of the Activities Database).

**INTELLECTUAL PROPERTY - PATENTS, COPYRIGHTS, ETC.**

**Patents/Copyrights**

**Professional Online & System Resources Produced/Edited/Maintained**

**Professional Online & System Resources Produced/Edited/Maintained**

**CONTRACTS, GRANTS, FELLOWSHIPS**

**Contracts, Grants, and Sponsored Research**

Select “Funded” from the Current Status drop down menu; enter a date span (or at the very least a year span) in the Start Date and End Date field (towards bottom of the screen of the Activities Database).
PROFESSIONAL RECOGNITION AND ACTIVITY

Memberships

Professional Memberships (FYI: By leaving the “Start Date” and “End Date” fields blank in this section will enable the entry to appear on the Review Profile report regardless of the review period.)

Honors and Awards

Honors and Awards

Invited presentations at educational, governmental institutions (or similar organizations)

Presentations ("Presentations at Educational/Governmental/Similar Organizations" and "Invited")

Invited Presentations at Professional Meetings

Presentations ("Presentations at Professional Meetings" and "Invited")

Accepted presentations at educational, governmental institutions (or similar organizations)

Presentations ("Presentations at Educational/Governmental/Similar Organizations" and "Accepted")

Accepted Presentations at Professional Meetings

Presentations ("Presentations at Professional Meetings" and "Accepted")

Other Presentations at Professional Meetings

Presentations ("Invited" or "Accepted" was NOT selected)

Media Appearances and Interviews

Media Appearances and Interviews

Professional Articles in this Period about you or Published Reviews of your Work (does not include publicity material)

Professional Articles About You/Published Reviews of your Work

Diversity Activities Related to Creative Activities (see APM 210)

Diversity Activities (Select “Creative Activities” as the “Scope of Activity”)
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**PROFESSIONAL SERVICE**

**Service to Professional Societies / Outside Institutions (board of advisors, session chair, conference organizer, etc.)**

*Professional* (Select one of the following from the “Position/Role” drop down: “Advisor”, “Attendee”, “Board of Advisors”, “Board of Directors”, “Chair”, “Co-Chair”, “Co-Coordinator”, “Co-Organizer”, “Coordinator”, “Director”, “Associate Director”, “Discussant”, “Member”, “Officer”, “Officer, Past President”, “Officer, President”, “Officer, President, Elect”, “Officer, Secretary”, “Officer, Vice President”, “Outside Personnel Action”, “Organizer”, “Panelist”, “Special Assignment”, “Other” or simply leave “Position/Role” field blank)

**Journal Editor / Membership on Journal Editorial Boards**

*Professional* (Select one of the following from the “Position/Role” drop down: “Editor”, “Editor, Assistant”, “Editor, Associate”, “Editorial Review Board Member”, “Editor in Chief”, “Editor, Senior”, “Co-Editor”)

**Reviewer of Manuscripts / Journal Articles**

*Professional* (Select one of the following from the “Position/Role” drop down: “Reviewer”, “Reviewer, Journal Article”, “Reviewer, Manuscript”)

**Standing Member of Review Boards for Funding Agencies**

*Professional* (Select the following from the “Position/Role” drop down: “Standing Member, Extramural Funding”)

**Ad hoc Service as Referee of Proposals**

*Professional* (Select one of the following from the “Position/Role” drop down: ”Ad Hoc Reviewer”, “Ad Hoc Reviewer, Extramural Funding”, “Ad Hoc Reviewer, Intramural Funding”, “Referee”)

**Consulting Activities**

**Consulting/Outside Professional Activities**

**Diversity Activities Related to Professional Service (see APM 210)**

**Diversity Activities** (Select “Professional Service” as the “Scope of Activity”)

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OTHER SERVICE

*University Service/Systemwide - Academic Senate, Administrative Service; Senate Assembly; MRU, UCOP*

**University/University System-Wide** (Select “UC Systemwide” from the “UCI or UC Systemwide” drop down)

**University Service/Campus - Academic Senate and Administrative Service:**

**University/University System-Wide** (Select “UCI” from the “UCI or UC Systemwide” drop down)

**University Service/School**

*School/College*

**University Service/Department**

*Department*

**Community Service**

*Community*

**Diversity Activities Related to Service (see APM 210)**

Diversity Activities (Select “Other Service” as the “Scope of Activity”)