**Faculty Annual Report Guide: Student Supervision**

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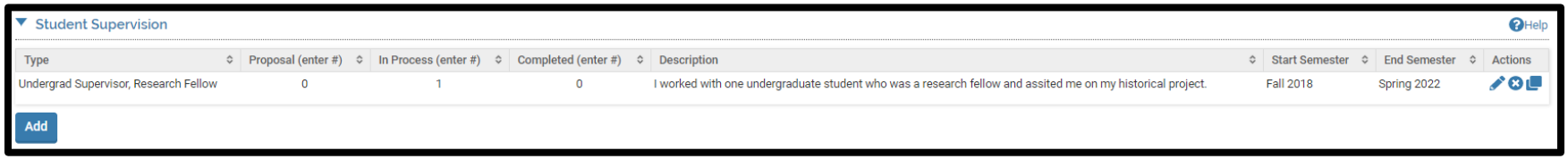
# Student Supervision Overview

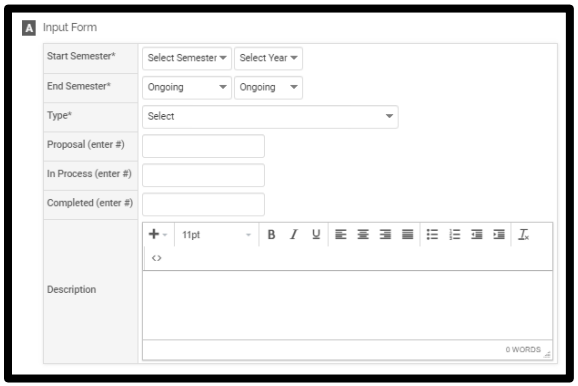



The Student Supervision Form enables you to report the number of students you supervised in a formal role. To report student supervision activities, click on the Add button.

Any previously created Student Supervision activities will also be listed and you can edit, delete, or duplicate any of these previously reported activities.

# Student Supervision Section A: Input Form (Required)

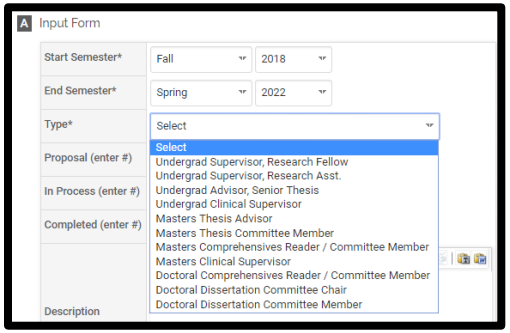
***Appearance***




***Editing***

All asterisked (*) fields are required. If any are incomplete, then you will not be able to save your changes.

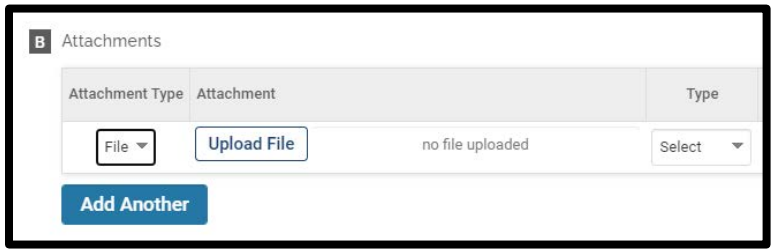
Required: Specify the start and end semester of student supervision (see p. 5), and type of supervision:




Optional: Number of students for whom you have either proposed for supervision, are in process of supervision, or have completed supervision, and a description of your student supervision activities.

# Student Supervision Section B: Attachments (Optional)

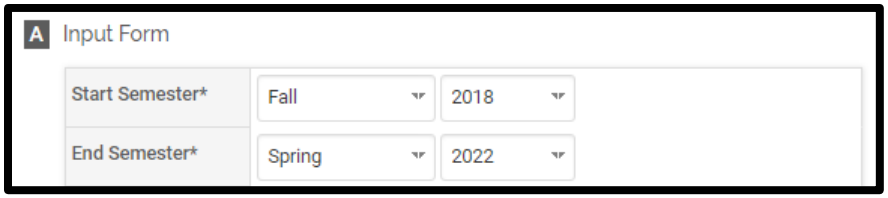
***Appearance***




OR

***Editing***

Optional: You can upload file attachments or provide a URL to a website relevant to your student supervision.

## Tagging Student Supervision Activity with a Semester and Year

For each student supervision activity, you must tag it with a start and end semester and year. This is how it is pulled into your Faculty Annual Report (e.g., a student supervision activity tagged Fall 2018 through Spring 2022 will show up in your 2018, 2019, 2020, 2021, and 2022 FARs).