

For the Faculty Annual Evaluation you may generate a customized CV in FEAS using the custom template for our department. This include all information requested on the EOP. Please use the following steps in FEAS. Once you have downloaded the CV, please check to see that it includes the correct info for CALENDAR YEAR 2023 (Spring, Summer, Fall).

Step 1: Log into FEAS

myFSU Florida State University Hi Tanya Menu

Home FEAS+ Faculty Expertise and Advancement System Enable tips

Build

Add/Edit Entries Import Publish

Generate

CV Report Export

Favorite Reports and CV Formats View More

Favorite Name	Last Run	Saved as Favorite
C Custom CV - AnthroFac Annual eval	1/13/2023 3:23 PM	
C Summary of Accomplishments - Standard - 1 Year (Spring 2020 - Fall 2020)	1/13/2023 12:31 PM	1/25/2021 6:49 AM

Step 2: Choose "Generate a CV" → Custom CV

Generate a CV

- Select a CV format...
- General CV
- Short CV
- Promotion and Tenure CV
- Specialized Faculty Promotion CV
- QER CV
- Analysis of Missing Required Fields
- Custom CV

Cancel

Favorite Name	Last Run	Saved as Favorite
C Custom CV - AnthroFac Annual eval	1/13/2023 3:23 PM	
C Summary of Accomplishments - Standard - 1 Year (Spring 2020 - Fall 2020)	1/13/2023 12:31 PM	1/25/2021 6:49 AM

Entries	Entry Type	State	Last Edit Date
Improve Collection Storage and Cataloging of Collections housed at the Southeast Archeological Center (7/2022 - 7/2025) \$93,288	Contracts and Grants Funded	Imported	1/13/2023 3:22 PM
Bezemek, Eric L. [Graduate] Fall 2022	Master's Committee Chair	Imported	1/13/2023 3:20 PM
Knight, Jessica E. [Graduate] Summer 2022	Master's Committee Member	Imported	1/13/2023 3:20 PM
Chair Florida State University 8/2022 - Present	Professional Experience	Completed	11/20/2022 8:35 AM
Professor Florida State University 8/2022 - Present	Professional Experience	Completed	11/20/2022 8:34 AM

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Step 3: Choose “AnthroFac Annual eval”

netprod.its.fsu.edu/cvdb/Default.aspx

Florida State University

Hi Tanya

Generate a CV

Custom CV

Generate a custom vita based on a template. The template may specify various format options, category reordering, and whether to include/exclude information from the generated document.

My templates Public templates

Template Name	Description
<input type="radio"/> Annual Review - Political Science	Annual review template
<input checked="" type="radio"/> AnthroFac Annual eval	CV for Annual Faculty Evaluations in the Dept of Anthropology
<input type="radio"/> Art Department Faculty Review	CV to attach to the 2023 Annual Self-Evaluation Form
<input type="radio"/> CEE Annual Evaluation	Annual Evaluation vita for CEE dept.
<input type="radio"/> CSWE Faculty Data	CSWE Faculty Data Form
<input type="radio"/> DURP Peer Review CV (CY 2023)	Updated DURP Peer Review CV (CY 2023)
<input type="radio"/> Display date stamp of last changes	This CV will display the date and time stamp of all changes to the CV information.
<input type="radio"/> EOAS - 3yr	EOAS
<input type="radio"/> EOAS - 3yr with course section details	Same as EOAS - 3yr but with course section details
<input type="radio"/> EPLS Annual Review	EPLS Annual Review 2021
<input type="radio"/> EPLS Annual Review 2022	Customized Vita for EPLS 2022
<input type="radio"/> EPLS Annual Review 2023	Customized CV for EPLS 2023
<input type="radio"/> FSU Teaching Awards CV	This template reorders the CV to display the Teaching section first, without the list of courses, as required by the Provost's office for FSU Teaching Awards.

Generate

Report

Export

Saved as Favorite

State	Last Edit Date
Completed	1/13/2023 3:23 PM
Completed	1/25/2021 6:49 AM
Completed	12/4/2023 10:27 AM
Completed	12/4/2023 10:20 AM
Completed	12/4/2023 10:18 AM
Completed	10/23/2023 12:17 PM
Completed	10/23/2023 12:17 PM

Cancel

Generate CV

Manage Templates

Step 4: Click “Generate CV” at the bottom of the drop down

★ Make this document a favorite

Cancel

Generate CV

Manage Templates

FEAS will generate your CV and auto download it as an .rtf (Rich Text Format) file.

You can then Export or Save it as a PDF. Be sure to read it over and check that all of the information required is current and accurate.