

Faculty180 Generating a Summary of Courses Taught

For certain reviews, a list of courses taught is required. You can re-generate historical annual reports and pull courses taught from that report, or you can generate a report specifically designed to include courses taught and other teaching activities you enter manually.

➤ Navigate to Vitas & Biosketches > Legacy Vitas > Click on the eye ball next to the **Courses Taught Summary** report

East Carolina University > Vitas & Biosketches

Vita Admin

Search:

Name	Description	Unit	View	Actions
ALS Annual Report Template	Library Annual Reports are limited to 10 pages.	Academic Library Services		
ALS Vita--Traditional Date Format	This CV template utilizes a traditional date format.	Academic Library Services		
Brody Annual Report	Faculty Annual Report with tabular and list displays, and hiding empty sections. Default activity ordering by end semester or type.	Brody School of Medicine		
Brody-Scholarship-Vita	This CV template utilizes a traditional date format.	Brody School of Medicine		
Courses Taught Summary		East Carolina University		
ECU Traditional Date CV Template	This CV template utilizes a traditional date format.	East Carolina University		
Graduate Faculty CV	Be sure to run this CV for a 5-year reporting period. This CV is intended to provide consistent formatting for faculty seeking to initiate or renew graduate faculty status. Empty sections will be shown.	East Carolina University		

➤ Update the timeframe to reflect the appropriate year(s). Note that ECU considers an "academic year" to span from the summer to spring semester.

Ex. 2023-2024 Academic Year = Summer 2023 to Spring 2024

➤ Click Refresh Vita

Vitas & Biosketches

View Vita

Vita Options

Type* Institutional Personal

Courses Taught Summary (East Carolina University)

Date range* All Custom

Begin* Summer 2022 End* Spring 2025

Hide date range in vita output

Note: date range only applies to items from activity input

Refresh Vita

Export/Share

➤ Click Export/Share to export the report to Word or PDF.

Export/Share

Export To

- Word Document
- PDF
- My Interfolio Dossier

Share

- Web Link