

# Interfolio Academic Activity Reporting

---

ACTIVITY REPORTING SOFTWARE THAT PUTS ACADEMIC STAFF FIRST

## The ideal activity reporting platform: one academic staff actually want to use.

The Interfolio module for academic activity reporting addresses the full spectrum of known data reporting needs concerning the professional activities of academic staff at universities.

What makes Interfolio so valuable to colleges and universities that use it? Built by academics for academics, Interfolio puts the **academic staff member's involvement** at the center of the activity reporting effort. By following this guiding light, we serve at once the needs of the individual, of the institution, and of the academic community.

### EASY PARTICIPATION FOR ACADEMIC STAFF

By using Interfolio to handle scholarly activity reporting, your institution gives academic staff a simple portal to maintain and verify information regarding their work—from research to service to professional development. Academic staff can export their activity data into standard formats, including CVs and local formats at your school—and can save automatically generated CVs into their private Interfolio Dossier.

### CENTRAL DATA HUB

When you collect all your institution's scholarly activity information in Interfolio, you can be confident all your reports are drawing from the same pool of verified data. Support accreditation reporting requirements and strategic decisions by placing Interfolio at the center of your school's scholarly data chain. Make activity data available to leadership like the Chancellor, Vice Chancellor, Registrar, and HR office.

### SIMPLE, PRACTICAL ADMINISTRATIVE INTERFACE

Interfolio provides a clearly lighted path for administrators to use the platform. The simple interface frees administrative users to focus on pulling the right data or building the right evaluation workflow. Data can be messy, but viewing it and navigating the database does not have to be.

### FLEXIBILITY OF DATA SOURCES AND INPUT METHODS

Interfolio is built to accept raw data that originates in a variety of different places and formats. You can migrate, integrate, or manually enter data. You can also ingest data that lives in CVs, bibliographic databases, grants databases, course evaluation systems, HR systems, student information systems, and more.

## **SCHOLAR NETWORKING AND COLLABORATION**

Using Interfolio to manage your data has an added benefit for the scholarly community at your institution: academic staff can perform searches on your Interfolio database to identify collaborators for grant writing, research, and other academic projects.

## **PORTABILITY FOR ACADEMIC STAFF**

Scholarly activity data stored in Interfolio can be transferred over to the personal Interfolio Dossier accounts of scholars who have worked at your institution, or even exported as a single automatically-generated document. Empower scholars to take with them a consolidated, credible online record of their accomplishments when they're pursuing external opportunities, or if they leave your institution.

## **PUBLIC SUPPORT FOR ALL USERS**

If your institution uses Interfolio to manage scholarly activity reporting, all users have access to a publicly accessible customer and technical support team—9:00 AM to 6:00 PM (U.S. Eastern Time), Monday through Friday, via phone and email. In this respect our attitude differs from the bureaucratic approach of other activity reporting vendors. Our support team is open to:

- Academic staff
- Promotion, and review candidates
- External peer evaluators
- Committee chairs
- Academic staff
- Pretty much anyone else with a question or concern

Interested in how your institution could improve data collection and reporting on the ongoing professional activities of your academic staff? Learn more at [www.interfolio.com](http://www.interfolio.com).