

Step 1: Click on any screen
Eg: Directed Student
Learning

▼ **General Information**

Personal Information (Public)

Personal Information (Confidential)

Academic Personnel Office - Permanent Data | UCM Employment History

UCM Administrative Positions

External Professional Employment

External Professional Activities/Consulting

Licensures and Certifications

Professional Development

Professional Memberships

Education

Awards and Honors

Diversity Activities

▼ **Teaching**

Directed Student Learning

Special Pedagogical Activities

Scheduled Teaching

▼ **Research and Creative Activity**

Intellectual Contributions (Publications)

Artistic Performances and Professional Exhibits

Contracts, Grants and Sponsored Research

Presentations

Intellectual Property

Professional Articles About You

Research Currently in Progress

▼ **Service**

Faculty Mentorship (Peer)

Faculty Engagement (Community)

University

Professional

< Directed Student Learning

+ Add New Item

Duplicate



Item



Postdoctoral Research Supervision
Seyedshams Feyzabadi
January 2013 - Present



Postdoctoral Research Supervision
Shuo Liu
August 2012 - Present



Postdoctoral Research Supervision
Gorkem Erinc
2007 - Present



Step 2: Click on either “Add new Item” or the existing entry to add or edit an entry.

< Edit Directed Student Learning

Cancel

Save

Save + Add Another

?

Involvement Type

Role

Student Information

Student Name

Student First Name

Student Last Name

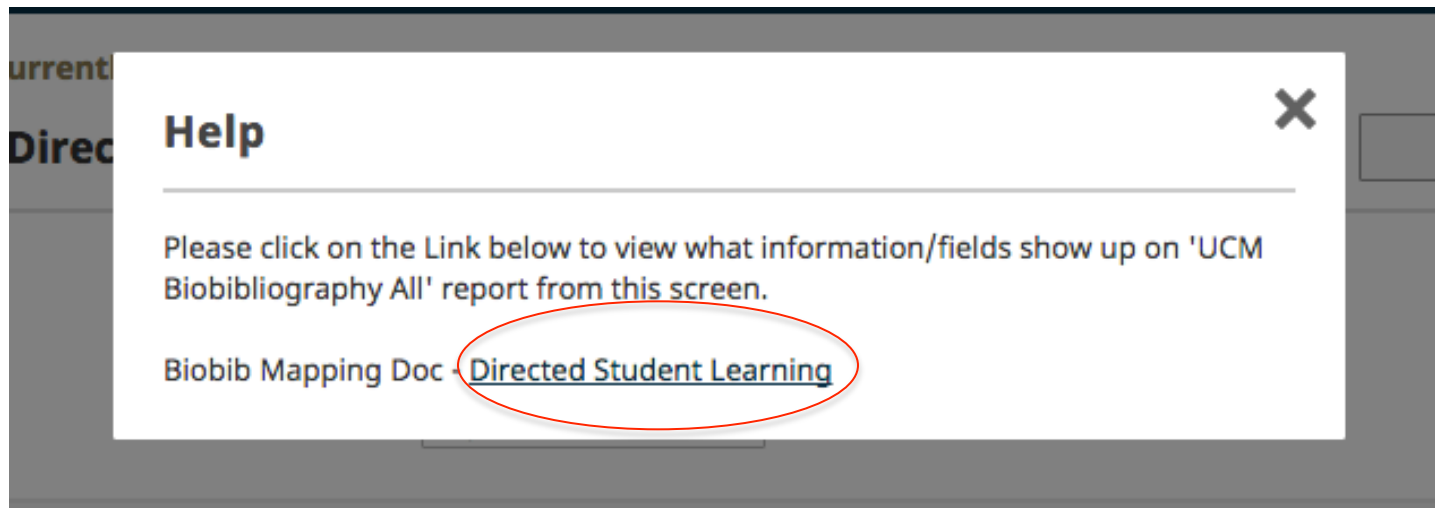
Select the number of student name rows to add:

+Add

Student's Home Department

Explanation of "Other"

Step 3: Click on “?” bubble placed on top of the screen



Step 4: Click on “Biobib Mapping Doc – Screen Name”.

Directed Student Learning

< Edit Directed Student Learning Cancel Save Save + Add Another

Involvement Type
 BB Role

Student Information

BB Student Name ✕

BB Student First Name **BB** Student Last Name

BB Student Name ✕

BB

Select the number of student name rows to add: +Add

Student's Home Department

Explanation of "Other"

Student's Graduate Group

Title of Student's Work, If Thesis/Dissertation

Stage of Completion

Date of Advancement to Candidacy, If Applicable , 2015

BB Comments

Note: For activities that you started but have not yet presently completed, specify the start date and leave the end date blank.

to report dates & BB Date Started , 2015

BB Date Completed , 2016

Biobib pulls information from the fields marked with "BB" in the image on left.

Dates are mandatory to enter, otherwise the record wont save.

Based on the Type of involvement , the records are grouped under Teaching section

Biobib Screenshot:

Section 4 - TEACHING

Other Research Supervision

Step 5: View the document. The fields marked with "BB" are the fields that show up on Bio-bibliography report.