

Check for Acknowledgement Date

099951-51 Summer Sch 102-1310

Faculty Acknowledgment:

Acknowledgment Date: 05/17/2022

Organization: 201100, Summer Sessions & Prof Development

Contract Note:

Display Documents

Upload Documents

Contract Type: PT - Part Time Faculty

Instructional Summary

CRN-Session	Subject and Course	Section	College	Department	Work Load	Credit Hours	Contact Hours	Head Count	Responsibility Percent	Compensation
10069-01	ACC-3100- Accounting	101	CB		0.000	3.000	8.000	11	100	3,189.00
10073-01	ACC-2110- Accounting	102	CB		0.000	3.000	3.000	32	100	3,189.00

Enter Comment



Remaining Characters : 4000

Acknowledge Selected Positions

Save Comment

Process is complete

If Acknowledgement Date is not populated, repeat Acknowledgement steps

You may now Print or Save copies for your records

Download Compensation Data as Needed

There are **two** options to download your compensation:
Option 1: Click on the Download Compensation Data button for an Excel doc.

Term *
202220 - First Summer 2022

[Download Compensation Data](#)

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Option 2: Click on the vertical ellipsis at the top of the screen
Scroll down to Print or Save as PDF.

The screenshot shows a web browser interface. At the top, a vertical ellipsis menu icon is circled in yellow. A dropdown menu is open, listing various browser functions. The 'Print...' option is circled in yellow. Below the browser window, there is a text box with instructions: 'checkbox next to Faculty Acknowledgement and then select the Acknowledge Selected window. Select the icon under Subject and Course to view the Course Information Load number to view the workload calculation. Insert and view previous'.

New tab	Ctrl+T
New window	Ctrl+N
New Incognito window	Ctrl+Shift+N
History	
Downloads	Ctrl+J
Bookmarks	
Zoom	- 90% + <input type="button" value="Full Screen"/>
Print...	Ctrl+P
Customize	
Find...	Ctrl+F
More tools	
Edit	Cut Copy Paste
Settings	
Help	
Exit	
Managed by your organization	

Compensation and Acknowledgement

Select desired Term and Positions button. To view window. If available, view comments.

Name and ID:

Term *

202220 - First Summer

099951-51 Summer

Organization:

Contract Type:

Instructional Summary

5/18/22, 7:37 AM Compensation and Acknowledgement

(EmployeeSelfService)

[Employee Dashboard](#) / [EmployeeSelfService](#) / [Dashboard](#) / [Faculty Load and Compensation](#)

Compensation and Acknowledgement

Select desired Term and the Go button. To acknowledge your review of this information, select the checkbox next to Faculty Acknowledgement and then select the Acknowledge Selected Positions button. To navigate this page: Select the icon next to Contract Notes to view the Contract Notes window. Select the icon under Subject and Course to view the Course Information window. If available, select the Course link to view the Course Calculation Page. Select the link on the Work Load number to view the workload calculation. Inset and view previous comments.

Name and ID:

Term *
202220 - First Summer 2022

Go [Download Compensation Data \(f\)](#)

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Contract Note: 0 [Display Documents](#) [Upload Documents](#)

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10073-01	ACC-2110-Accounting	102	CB		0.000 (f)	3.000	3.000	32	100	3,189.00

<https://hsat.appstate.edu/EmployeeSelfService/submit/facultyAcknowledge>

Print 1 sheet of paper

Destination: [Sharp-BA-BBDoughert](#)

Pages: All

Copies: 1

Layout: Portrait

Color: Color

More settings

[Print](#) [Cancel](#)

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10073-01	ACC-2110-Accounting	102	CB		0.000	3.000	3.000	32	100	3,189.00

Enter Comment