Digital Measures Overview

It's all about preparing your professional portfolio!

Digital Measures-Activity Insight (DM) is a secure web-based information management system designed to collect and manage faculty research, teaching, and service activities, including accomplishments and professional activities. Once activities are entered into the DM platform, this information is then easily accessible and utilized for annual/biennial reviews and evaluations. In addition, the system allows quick access to up-to-date vitae and enables various reporting functionalities (Annual faculty reviews and promotions and tenure).

HOW TO ACCESS

Faculty can access Digital Measures from the **myJSU** portal. Once you have logged in to your **myJSU**, you are presented with a link that forwards you to Digital Measures.

NEED HELP?

Please contact Digital Measures Administrator:
Hungwei Tseng: htseng@jsu.edu; 256-782-8529

- Digital Measures User Guides

MANAGE DATA SCREENS

After logging on you will be directed to the **Activities Database Main Menu**, where you can manage activities. This menu is a list of screens where activities / data can be viewed, entered, and modified.

WHERE TO START?

General Information

I. Personal and Contact Information

First Name, Middle Name, Last Name, Suffix, E-mail Address, Date of Birth, Gender, Race/Ethnicity, U.S. Citizen or Permanent Resident?

II. Administrative Data - Permanent Data

Starting Rank, Start Date at Jacksonville State University, Date Attained Rank of Assistant (Associate, Full) Professor, Tenure Decision Year

III. Administrative Data - Yearly Data

School, Department (Academic Unit), Faculty Rank, Tenure Status, Graduate Faculty, On Leave?

VI. Work History

Experience Type, Organization, Title/Rank/Position, Start Date, End Date

V. Education

Degree, Explanation of "Other", Institution, Location of Institution, Emphasis/Major, Highest Degree You Have Earned?, and Date Completed