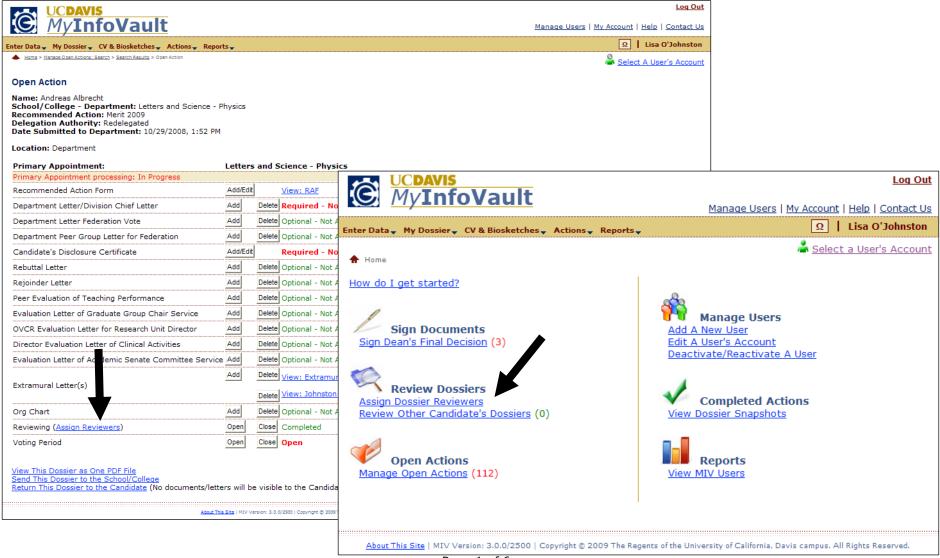
MyInfoVault

V3 Reviewing Dossiers (and Assigning Reviewers) Prototype

Version 6.0, 12/10/09

Prototype for access to "Assign Reviewers"

- "Assign Reviewers" link will be available in the top navigation menu of every MIV page, the MIV Main page and the Open Action pages for all roles
 except Candidate. Open Action "Assign Reviewers" link directs the reviewer to the candidate's review options directly.
- Reviewing Dossiers is optional (See View My Dossier Status Prototype). If the review period is never opened, the dossier can route successfully to the next location.

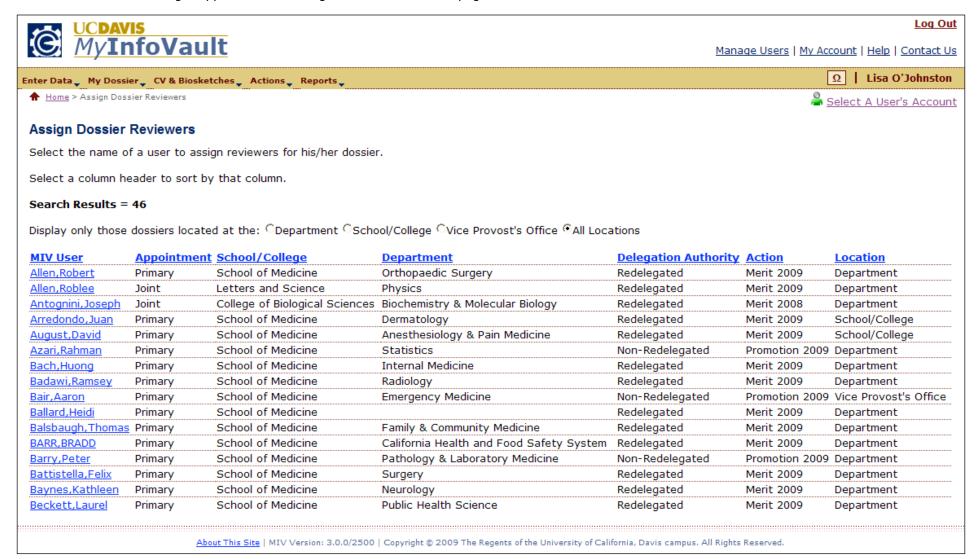


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Prototype for "Assign Dossier Reviewers"

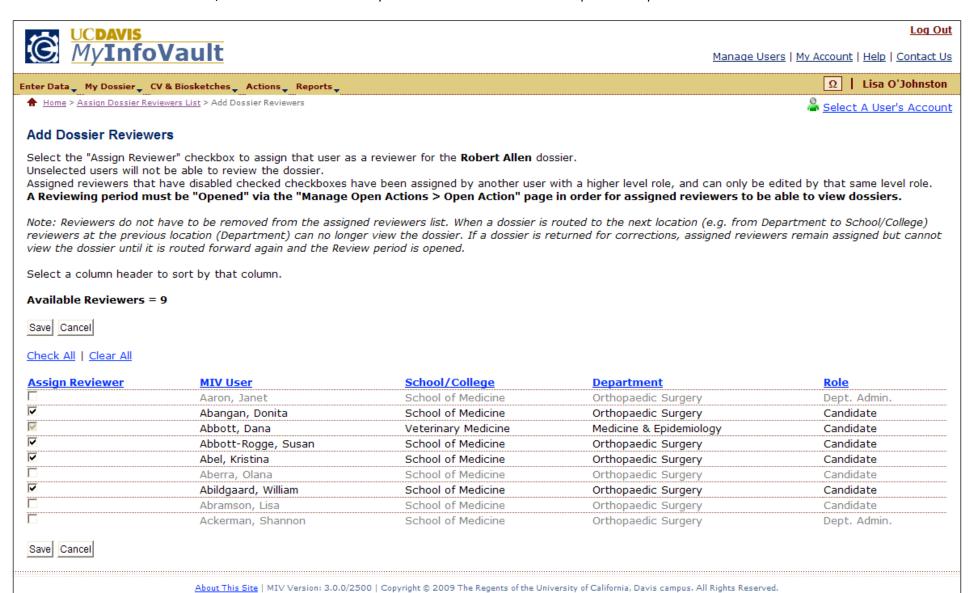
- "Assign Dossier Reviewers" page will replace the former "Assign Packet Reviewers" page.
- "Assign Dossier Reviewers" link will be available in the top navigation menu of every MIV page for all roles except Candidate.
- Available reviewers list is limited to the viewer's MIV Role (e.g., Department Admin can see only Department users, etc.).
- Reviewers can be assigned at the Department, School/College and Vice Provost locations.

Note: When a dossier review has been completed and the review period has been closed, the Assigned Dossier Reviewers are automatically removed and the dossier no longer appears in the "Assign Dossier Reviewers" page.



Prototype for "Add Dossier Reviewers"

- Available reviewers are listed according to the candidate's School/College Department and review location (Department, School/College, CRC).
- All MIV Roles are included in the list of users that can be added as reviewers.
- "Check All" and "Clear All" links are available to either check or uncheck all "Assign Dossier Reviewer" checkboxes.
- Reviewers can be added/removed before or at any time while the dossier review period is open.



Prototype for "Add Dossier Reviewers: Confirmation"



Log Out

Manage Users | My Account | Help | Contact Us

Enter Data Wy Dossier CV & Biosketches Actions Reports

Ω

Lisa O'Johnston

↑ Home > Assign Dossier Reviewers List > Add Dossier Reviewers > Add Dossier Reviewers: Confirmation

Select A User's Account

Add Dossier Reviewers: Confirmation

The following users have been added/removed as reviewers for Robert Allen.

Abbott, Dana: Added Abbott-Rogge: Removed Abel, Kristina: Added

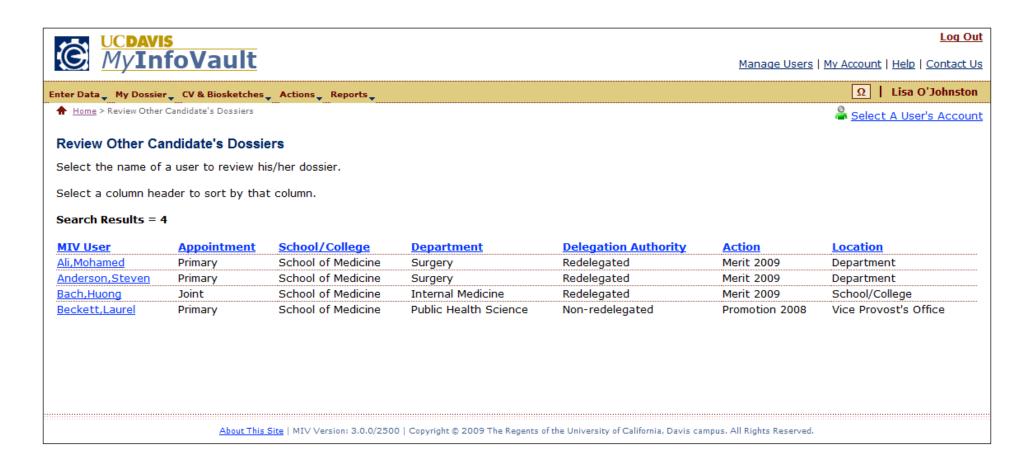
Abildgaard, William: Added

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Prototype for access to "Review Other Candidate's Dossiers"

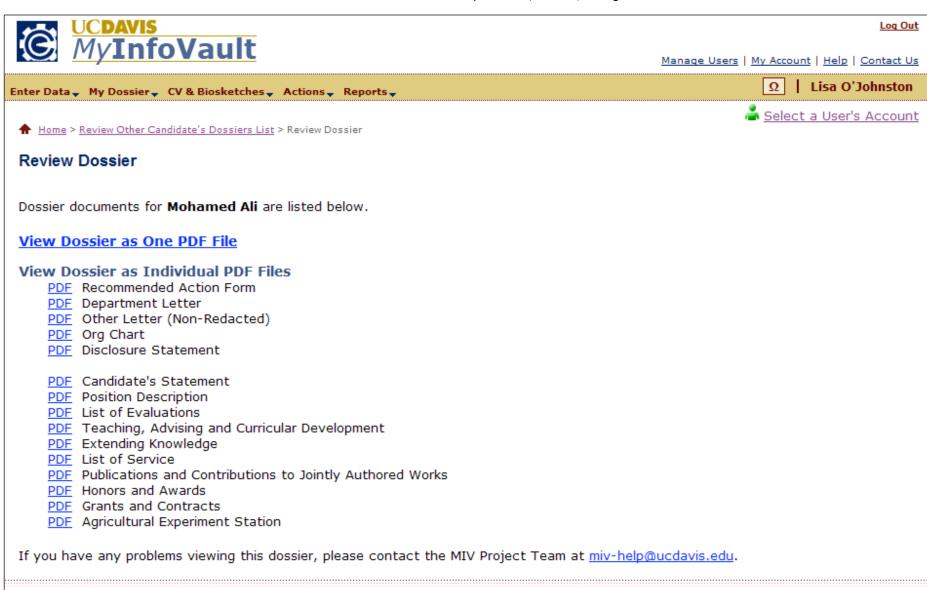
- "Review Other Candidate's Dossiers" page will replace the former "Review Packets" page.
- "Review Other Candidate's Dossiers" link will be available in the top navigation menu of every MIV page for all roles.
- "Review Other Candidate's Dossiers" page displays all dossiers that have been assigned for review. A user can only view the dossiers that have been assigned to him/her.
- Reviewers can review dossiers located at all review locations (Department, School/College, Vice Provost's Office) from this page.

Note: When the Candidate's review has been completed and the review period is closed, the Assigned Reviewers are automatically removed and the dossier no longer appears in the "Review Other Candidate's Dossier" page.



Prototype for "Review Dossier"

- Reviewers can view the Candidate's dossier as "One PDF File" or "Individual PDF Files."
- Reviewers see Non-Redacted Letters only (not Redacted).
- Reviewers see all documents based on the location of the dossier: Department, School/College or Vice Provost's Office



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