

Working in Digital Measures

The *Manage Activities* screen (below) is the first screen that appears after logging into Digital Measures. All screens in which data are entered may be accessed from here, as well as screens from which reports may be run. These screens have been customized to meet the specific reporting needs of Skidmore College.

 **Manage Activities**

Rapid Reports
PasteBoard

Run Reports

Help


POWERED BY  Digital Measures
[Privacy Policy](#)

[Review a guide](#) to manage your activities.

▼ **General Information**

Personal and Contact Information
Biography and Expertise
Administrative Data - Permanent Data | Yearly Data
Administrative Assignments
Awards and Honors
Consulting
Education

Faculty Development Activities Attended
Licensures and Certifications
Media Appearances and Interviews
Professional Memberships
References
Work History

▼ **Teaching**

Academic Advising
Directed Student Learning (e.g., independent study, internship, research, seminar)

Non-Credit Instruction Taught
Scheduled Teaching
Teaching Innovation and Curriculum Development

▼ **Scholarship/Research**

Contracts, Fellowships, Grants and Sponsored Research
Exhibits and Performances
Intellectual Property (e.g., copyrights, patents)

Presentations
Publications
Other Research Activity

▼ **Service**

Department/College
Professional

Public

▼ **Reflection**

Brief Reflection on Professional Achievements and Goals

The *Manage Activities* utility enables faculty to keep track of teaching, scholarship/research, and service activities.

The link at the top of the *Manage Activities* page: [Review a guide to manage your activities.](#) will always contain a link to Digital Measures' Faculty/Staff Guide.

When you first visit the *Manage Activities* page, it's recommended that you spend a few minutes looking through the screens accessible from it. To access a screen, click its name. The resulting summary screen displays records that are stored for that screen.