

Digital Measures Data Screens

The table below describes the uses for each of the data screens available in Digital Measures. The entries are presented in the order they appear on the Activities screen in Digital Measures. The screens related to UME Extension are not described below.

SCREEN	DESCRIPTION
General Information	
Appointments at UMD (Imported Data)	Appointment information from PHR system. Appointment data goes back as far as 2001 in the PHR system.
Other Appointments at UMD	Use this screen to document other University of Maryland positions you have or had in the past that are <i>not</i> documented in the PHR system (and do not appear in your Appointments at UMD screen). This includes unofficial affiliate appointments as well as appointments prior to the inception of the PHR system in 2001.
Other Employment	This screen is for work experience outside of UMD. For co-occurring consulting work enter the information in the Consulting screen.
Honors and Awards	This screen is for awards and honors including research/scholarship or teaching fellowships. To enter information about a financial award you received to support your research/work, use the Other Awards and Gifts screen.
Professional Memberships	This screen captures memberships within professional organizations, associations and societies. Leadership positions held or other unique activities performed for an organization should be entered on the Professional Service screen.
Professional Certifications and Licenses	This screen is for professional credentials (licensure, certification, registration) designated by a state government or national organization, indicating a level of expertise in their field.
Continuing Education	This screen is for educational experiences and professional training beyond your undergraduate, master's, doctoral, or post-doctoral training. Training that leads to licensing or certification is documented on the Professional Certifications and Licenses screen.

Personal and Contact Information (Imported Data)	Information from the PHR system, including your email address, office location.
Biography and Expertise	Screen for including your biography and identifying your areas of expertise. These fields are not currently included in the annual report but may be part of future integrations supporting faculty web profiles as well as an expertise database, with your consent.
Educational Background	<p>This screen is for undergraduate, master's, or doctoral degrees you've received.</p> <p>Postdoctoral appointments are documented on the Post-Graduate Training screen.</p> <p>Training that leads to licensing or certification is documented on the Professional Certifications and Licenses screen.</p> <p>Other educational experiences and professional training you've completed are documented on the Continuing Education screen.</p>
Post-Graduate Training	Any postdoctoral appointments are documented on this screen.
Teaching, Extension and Advising	
Scheduled Teaching (Imported Data)	<p>The course information included in this data screen from the SIS/Testudo system is pulled from snapshots taken of the course registration information at specific times during the semester (between week 10 of the semester, and the grading week, depending on the type of course).</p> <p>Since it is not a live feed from the view seen in Testudo, it may be that there are differences in what is reported in Digital Measures and what is seen in Testudo.</p> <p>Data is loaded into Digital Measures five weeks after each term ends, from SIS. It should include courses for which you are listed as Instructor of Record and Other Instructor.</p> <p>A course that is in a cross-listed relationship will be merged into a single listing under the primary course as indicated in SIS. Sections that are part of a large-lecture or group relationship are also merged into a single report under the primary section of the course.</p>
Course Evaluations (Imported Data)	Data on this screen are provided through CourseEvalUM. Data included is the quantitative information for the course; student comments and college averages can be viewed in the CourseEvalUM system

<p>Research Advising</p>	<p>This screen is used to list specific students or post-docs you have previously or are currently advising or mentoring in their research. It documents your ongoing involvement with students in advising, mentoring and research efforts.</p> <p>Note that involvement in thesis/dissertation committees for successfully completed research is automatically recorded on the Participation in Thesis/Dissertation Committees screen, with data provided by the Graduate School on a per term basis. Committee involvement is added at the close of the student's graduating term.</p>
<p>Participation in Thesis/Dissertation Committees (Imported Data)</p>	<p>Data on this screen has been provided through an integration with the Graduate School to document research committee involvement for graduates. Data is added to Digital Measures only after the student graduates.</p> <p>To document your ongoing advising and mentoring of students in their research efforts, use the Research Advising screen.</p> <p>Most fields on this screen are not editable; they are supplied by the Graduate School based on the thesis/dissertation nomination form submitted to the Graduate School prior to the student's oral examination. You are able to add the thesis/dissertation title and the placement institution for the student, if known.</p>
<p>Teaching Innovation</p>	<p>This screen is for innovations in teaching you've accomplished such as new programs or courses you've developed, course redesigns or study abroad programs you've established.</p> <p>Beginning in Fall 2020, it integrates TLTC's Teaching Innovation Grant final report data for grant recipients.</p>
<p>Non-Credit Instruction</p>	<p>Activities documented here include academic instruction given outside of the traditional for-credit instruction.</p> <p>For professional workshops and professional guest lectures enter information under Professional and Extension Education screen.</p>
<p>Professional and Extension Education</p>	<p>This screen is used to document professional workshops and professional guest lectures that you have taught.</p> <p>Extension faculty use this screen to report their extension education work through University of Maryland Extension (UME).</p>

Curricular Advising	<p>Use this screen to enter the number of students advised each year on curriculum/academics - which is distinct from research advising.</p> <p>Use the Research Advising screen to document research advising and mentoring of students.</p> <p>This screen records numbers of students advised by academic year. Add a new item for each academic year. Please only have one entry per year.</p>
Research, Scholarly, Creative and/or Professional Activities	
Publications	<p>Your scholarly publications are documented on this screen. Entries can be made to document your work even before the work has been submitted for publication.</p> <p>Presentations, conference papers, keynotes, etc. that appear in a <i>published</i> conference proceeding are to be documented on this screen. Any other presentations, conference papers, keynotes, etc. that are <i>not</i> published in a conference proceedings should be entered on the Presentations screen, not here.</p>
Presentations	<p>Note: Any presentations that are published in conference proceedings should be entered on the Publications screen, not on this screen.</p>
Significant Works in Public Media	<p>This screen is for documenting important work that has appeared in public media, including journalistic work in written, visual, or audio mediums; commentary/analysis; and interactive databases.</p> <p>The types of significant works documented on this screen align with the current version of the University CV template which was revised in April 2019.</p>
Creative Scholarship	<p>Note: The Types of creative works and scholarship, along with the Roles, documented on this screen align with the current version of the University CV template which was revised in April 2019.</p> <p>In cases where you were involved in more than one role for a particular creative works and scholarship activity, use separate records - one for each role.</p>
Reviews of Creative Research/Scholarship	<p>This screen is for documenting published reviews, written by others, of your creative scholarship and/or creative works.</p>

Professional and Extension Publications	This screen is used to document professional workshops and professional guest lectures that you have taught. This screen is also for extension faculty to report on the extension education work they have completed through University of Maryland Extension (UME).
Centers for Research and Creative Scholarship	This screen is used to document involvement in a leadership role with a center for research and creative scholarship. This may pertain to the creation of a center, the directing of a center, or the organizing of a symposium through a center.
Patents	Patent data from the UM Ventures data system is automatically imported into this screen, documenting patents that have been issued. Any additional patent activity can be manually entered as well.
Inventions	Invention disclosures registered with UM Ventures are automatically imported into this screen. Any additional invention activity can be manually entered as well.
Entrepreneurial Technology Transfer	Data on participation in phase 2 Maryland Innovation Initiative programs, MD I-Corps and university licensed startup activity are imported from UM Ventures data systems into this screen. Any additional entrepreneurial activity can be manually entered as well.
Sponsored Research	
ORA-Managed Awards (Imported Data)	<p>Data on this screen are provided through the Office of Research Administration (ORA) from the Kualu Research system, and updated monthly.</p> <p>Kualu Research contains sponsored research information on funding requested and received, from all sources including Federal agencies, the State of Maryland, universities, corporations, institutes and foundations.</p> <p>Sponsored research from other sources can be manually documented on the Other Awards and Gifts screen.</p> <p>Kualu Research lists investigators that are reported to the sponsoring organization. If you are involved in an ORA-managed award but that is not reflected in the data for this screen, you can manually document your involvement with the award on the Other Awards and Gifts screen.</p>

Other Awards and Gifts	<p>This screen is for financial awards and gifts you have received to support your research/work.</p> <p>In the event that you are involved in an award that is managed through ORA and the Kualu Research system but you are not listed as an investigator in Kualu Research, you can document your involvement in the award on this data screen.</p> <p>Honors and awards--including research/scholarship or teaching fellowships--are documented on the Honors and Awards screen.</p>
ORA-Managed Proposals (Imported Data)	<p>Data on this screen are provided through the Office of Research Administration (ORA) from the Kualu Research system.</p> <p>Kualu Research contains sponsored research information on funding requested and received, from all sources including Federal agencies, the State of Maryland, universities, corporations, institutes and foundations.</p> <p>Sponsored research proposals from other sources can be manually documented on the Other Proposals screen.</p> <p>Kualu Research lists investigators that are reported to the sponsoring organization. If you are involved in an ORA-managed proposal but that is not reflected in the data for this screen, you can manually document your involvement with the proposal on the Other Proposals screen.</p>
Other Proposals	This screen is for sponsored research proposals you are involved in.
Cross-cutting and Other Contributions	

Contributions	<p>For your activities or contributions on campus that either</p> <ul style="list-style-type: none"> • don't fit into any of the other data screens <i>or</i> • span more than one area (Teaching, Scholarship, Service and Librarianship), <p>the Cross-Cutting Contributions screen may be a better fit.</p> <p>This screen allows you to describe an assignment or project and to outline one or more accomplishments. It is included in the annual activity report by displaying the description followed by a bulleted list of the accomplishments.</p> <p>Contributions entries can be associated with the following areas: Teaching, Scholarship, Service and Librarianship. When a single area is identified, the contribution appears in that section of the annual activity report. If more than one of these areas is selected, it appears in a separate Cross-Cutting Contributions section of the annual report.</p>
Service and Outreach	
University Service	This screen is for campus service, leadership roles in meetings and conferences, committee memberships, and panel participation. This pertains to departmental, college-level and/or campus-level involvement in shared governance.
Professional Service	This screen is for documenting service to an organization or group related to your area of expertise.
Editorships, Editorial Boards, and Reviewing Activities	This screen is for documenting editorial activities with journals, other academic publications (print and electronic), and reviewing activities for conferences and grant panels.
External, Community, and Other Service	This screen is for service and leadership activities that is neither a campus-related service activity, nor a professional service-related activity.
Mentorship - Guiding Professional Development	This screen is for your mentoring of junior faculty, visiting faculty, and other professional-level mentoring. Your mentorship assignments recognized by your college have been imported from the associated Faculty Affairs database.
Media Contributions and Outreach Presentations	This screen is for documenting non-research presentations that have been delivered to the broader community, as well as outreach contributions through TV, radio, digital and print media, blogs and feeds.
Consulting	This screen is for paid and pro bono consultancies with local, state and federal agencies; companies; and other organizations.