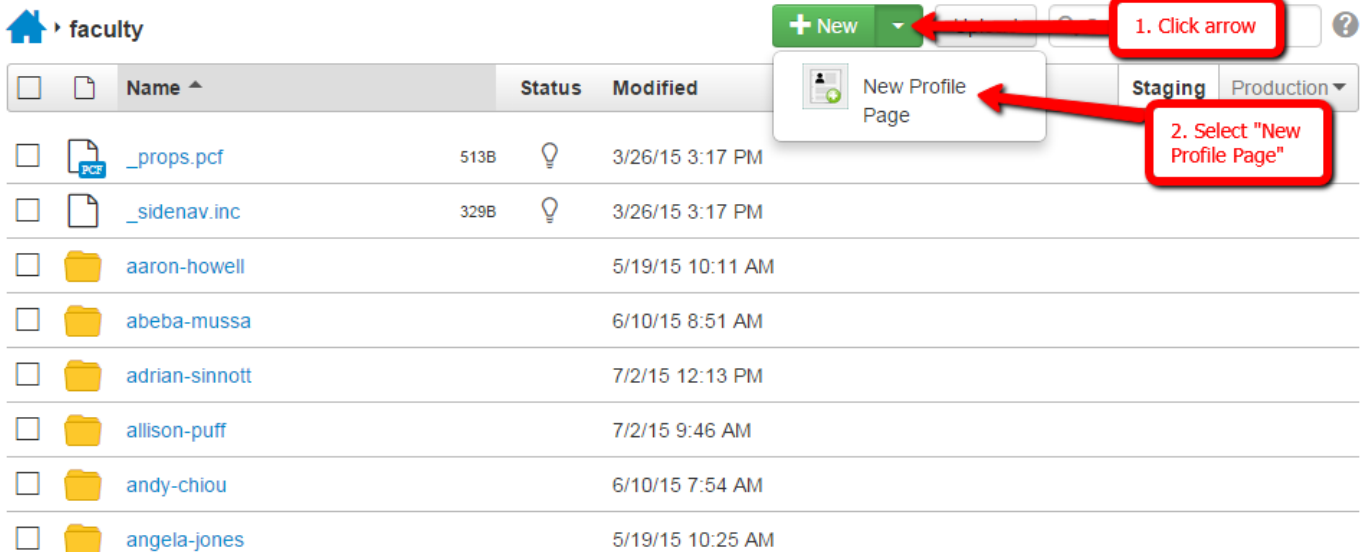


Faculty Pages

All Faculty pages are located at /faculty (<http://www.farmingdale.edu/faculty/>)

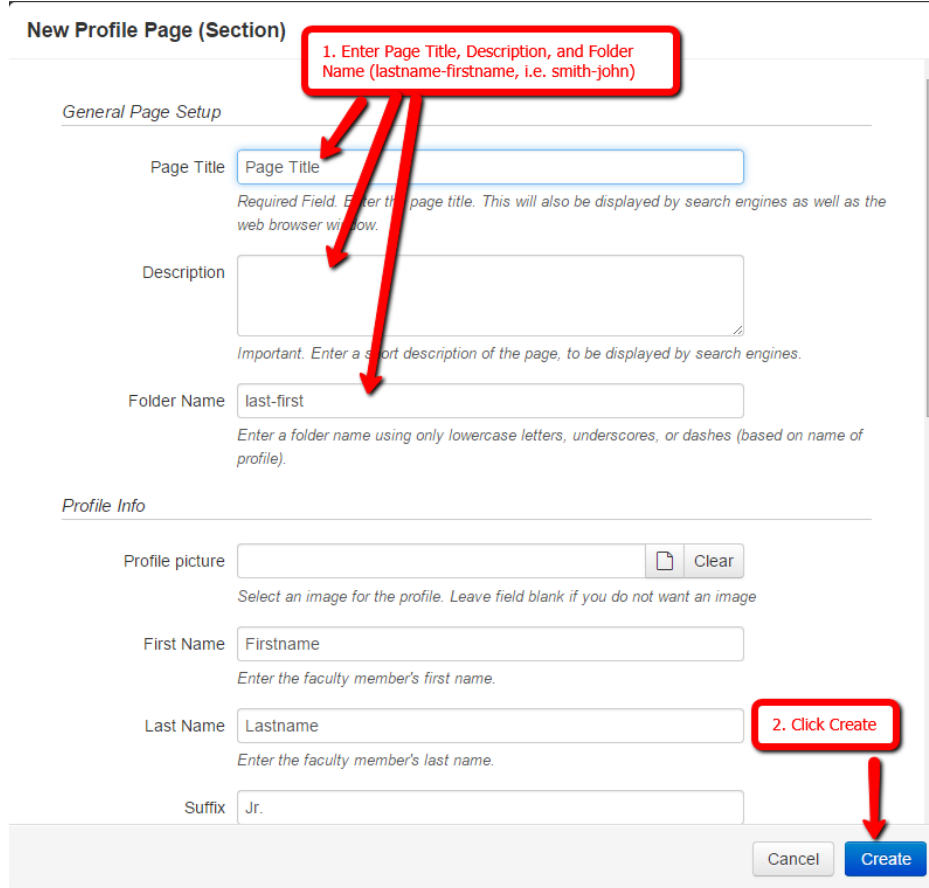
1. In "Faculty" directory, select "New", then "New Profile Page."



The screenshot shows a file directory for the 'faculty' section. At the top right, there is a '+ New' button with a dropdown arrow. A red box highlights this button with the text '1. Click arrow'. A dropdown menu is open, showing 'New Profile Page' as the selected option, also highlighted with a red box and the text '2. Select "New Profile Page"'. Below the menu is a table listing various files and folders.

	Name ^	Status	Modified
<input type="checkbox"/>	_props.pcf	513B	3/26/15 3:17 PM
<input type="checkbox"/>	_sidenav.inc	329B	3/26/15 3:17 PM
<input type="checkbox"/>	aaron-howell		5/19/15 10:11 AM
<input type="checkbox"/>	abeba-mussa		6/10/15 8:51 AM
<input type="checkbox"/>	adrian-sinnott		7/2/15 12:13 PM
<input type="checkbox"/>	allison-puff		7/2/15 9:46 AM
<input type="checkbox"/>	andy-chiou		6/10/15 7:54 AM
<input type="checkbox"/>	angela-jones		5/19/15 10:25 AM

2. Enter Page Title (your name in proper case), a brief description for your faculty page, and file name (your last name dash first name, as in smith-john), all lower case, no spaces, use dashes to separate words



The screenshot shows the 'New Profile Page (Section)' form. A red box at the top contains the text '1. Enter Page Title, Description, and Folder Name (lastname-firstname, i.e. smith-john)'. Three red arrows point from this box to the 'Page Title', 'Description', and 'Folder Name' input fields. At the bottom right, a red box contains the text '2. Click Create' with a red arrow pointing to the 'Create' button.

New Profile Page (Section)

General Page Setup

Page Title
Required Field. Enter the page title. This will also be displayed by search engines as well as the web browser window.

Description
Important. Enter a short description of the page, to be displayed by search engines.

Folder Name
Enter a folder name using only lowercase letters, underscores, or dashes (based on name of profile).

Profile Info

Profile picture
Select an image for the profile. Leave field blank if you do not want an image

First Name
Enter the faculty member's first name.

Last Name
Enter the faculty member's last name.

Suffix

- Use MultiEdit button to add/modify your first and last name, title, hours, education, contact information, add your profile picture, etc. Just fill out the fields that apply to you, then save.

Use Main Content button to add more content to the body. This is free content such as class schedules, link to your blog, etc. When ready, save and publish your page.

The screenshot shows a faculty profile page for Dr. Gonca Altugur-Genc. On the left is a navigation menu with items: DEAN, ACADEMIC DEPARTMENTS, CENTERS & INSTITUTES, DEGREE PROGRAMS, and FARMINGDALE HOME. The main content area displays the following information:

- MultiEdit** button (highlighted with a red arrow and box): Use MultiEdit button to add/modify your first and last name, title, hours, education, contact information, add your profile picture, etc. Just fill out the fields that apply to you, then save.
- Dr. Gonca Altugur-Genc**
- Assistant Professor of Mechanical Engineering Technology Automotive and Mechanical Engineering Technology**
- gencg@farmingdale.edu**
- 631-420-2117**
- Lupton Hall Room 103**
- Education**
 - Ph.D. in Mechanical Engineering - Stevens Institute of Technology, Hoboken, NJ, 2012
 - Master's in Mechanical Engineering - Stevens Institute of Technology, Hoboken, NJ, 2005
 - Bachelor's in Mechanical Engineering - Eskisehir Osmangazi University in 2002
- Biography**
 - Joined FSC in 2013**
 - Areas of Research and Teaching Expertise:**
 - Modeling and Simulation of Production Processes
 - Decision Framework Development for Dynamic Production Lines
 - Decision-making under uncertainty
 - Lifelong self-directed learning
 - Interactive simulation-based laboratory development
 - Previous Academic or Professional Positions:**
 - Lecturer, University of Massachusetts Lowell, 2011-2013
 - Teaching Assistant, Stevens Institute of Technology, 2003 -
- Main Content** button (highlighted with a red arrow and box): Use Main Content button to add more content to the body. This is free content such as class schedules, link to your blog, etc. When ready, save and publish your page.

- When ready, save and publish your page by clicking on the Publish button

