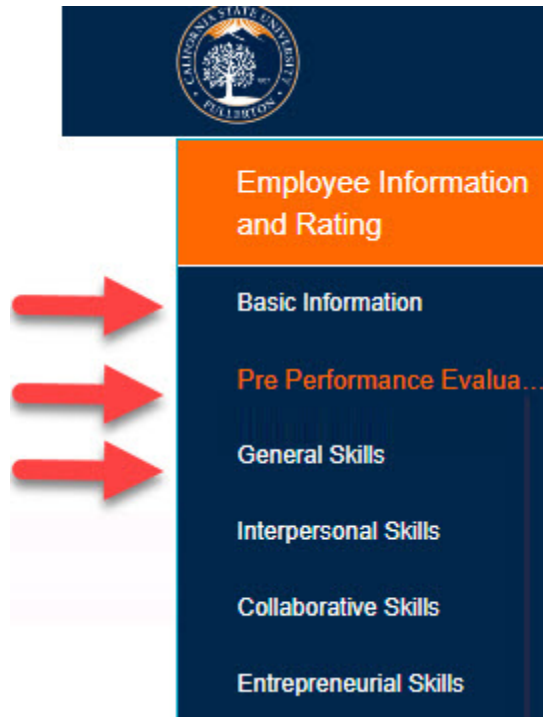


# Staff Evaluation Navigation & Buttons

## Navigation

To navigate through the different sections of the pre-evaluation or evaluation, click on the side tabs



## Buttons

Basic Information	<input checked="" type="checkbox"/> I affirm that this self-evaluation is true to the best of my knowledge.	
Comments		
Supporting Documents		
Signature & Acknowledgement		

\* Signature

\* Date

Jim Halpert

06/17/2020

Generate PDF

Save

Submit

### **Generate PDF**

The Generate PDF button will open up a copy of the form

Note: Upon submission, you will be sent a copy of the form

### **Save**

The Save button will save your progress, however it will not save any attachments

### **Submit**

The Submit button (at the bottom of the form) will submit the form

## Need More Help?

For questions or assistance, please contact HRDI at:

[hrdievaluations@fullerton.edu](mailto:hrdievaluations@fullerton.edu)