

All Activities View

- ⊕ Personal Information
- ⊕ Education, Awards and Career Experience
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All Activities View

This document provides a brief description of all categories in the All Activities View menu of WebCV

Personal Information

Most of the information in the Personal Information category will not print on reports, but is used for record-keeping and administrative purposes only.

Citizenship/Immigration

Use this page to enter your citizenship or immigration status.

Personal Data Summary

This page contains personal information about you. Only the Title, Family Name, Given Name, and Professional Title print on reports. The Bio Sketch field is used to populate the Bio Sketch report.

Hospital Appointments

This page captures your hospital appointment(s) and privileges, indicating your Primary hospital appointment (the department and division you are principally affiliated with) plus any Cross or Joint hospital appointments. You cannot edit this page yourself. To update this information please contact the WebCV HelpDesk at medicine.webcv@utoronto.ca. NOTE: This page does not print on any of the reports.

University Rank History

This page captures the history of your university rank at the University of Toronto. Information here should be kept in sync with the university's records. You cannot edit this page yourself. To update this information please contact the WebCV HelpDesk at medicine.webcv@utoronto.ca. NOTE: This page does not print on any of the reports.

University Appointments

This page captures information about your current primary and cross university appointments at the University of Toronto. You cannot edit this page yourself. To update this information please contact the WebCV HelpDesk at medicine.webcv@utoronto.ca. NOTE: This page does not print on any of the reports.

Addresses and Coordinates

This page captures your current office, lab or office addresses. NOTE: Only ONE address prints on the generated CV Report.

- ⊖ Personal Information
 - Citizenship / Immigration
 - Personal Data Summary
 - Hospital Appointments
 - University Rank History
 - University Appointments
 - Addresses and Coordinates

Education, Awards and Career Experience

Every section in the Research Activities category will print on the **Curriculum Vitae (CV) Report** by default, except Other Noteworthy Activities (this only prints on the AAR). You can make specific activities also print on the Teaching & Education Report by selecting "Attach to TER."

Education

This page allows you to enter details about your post-secondary education, including all formal degrees (examples: BA, MD, MSc, PhD).

Postgraduate, Research and Specialty Training

This page contains details about postgraduate, research and specialty training that do not award any certificate or diploma at the time of completion. It includes internships, residencies and fellowships.

Qualifications, Certifications and Licenses

This page contains details about all received qualifications, formal diplomas, certifications, and licenses. Professional college memberships, out-of-province and foreign licenses, additional certifications, and short courses leading to additional qualifications can also be mentioned here.

Professional Associations

This page contains information about involvement in learned societies or specialty professional associations etc. Activities performed on behalf of these learned societies or specialty professional associations should be entered under Administrative Activities.

Positions Held and Leadership Experience

This page contains details regarding all professional positions, past and present, including: university, hospital, clinical, research, and consulting experiences. You may also choose to highlight select leadership positions by entering them on this page.

Honours and Career Awards

This page is designed for professional honours and awards such as teaching, distinction, credential, research, student/trainee awards (awards given to a student supervised by you at the time). If you select the Award Type "Teaching and Education Awards", the award will automatically be included on the TER.

Other Noteworthy Activities

Use this page to describe any activities not mentioned elsewhere that should be considered part of your overall contribution. NOTE: Other Noteworthy Activities records only appear on the Annual Activity Report, they do not print on the CV, or the TER.

Education, Awards and Career Experience

Education

Postgraduate, Research and Specialty Training

Qualifications, Certifications and Licenses

Professional Associations

Positions Held and Leadership Experience

Honours and Career Awards

Other Noteworthy Activities

Research Activities

Every section in the Research Activities category will print on the **Curriculum Vitae (CV) Report** by default. You can make specific activities also print on the Teaching & Education Report by selecting “Attach to TER.”

Research Statements

This page captures your research interests and endeavors. You may provide a description and the impact of your research and can include multiple paragraphs of text.

For research that is related to teaching and education, you can check off the “Attach to Research in TER” checkbox. This will create a new section on the TER entitled “Research in Teaching and Education”. You can then attach any associated records to this statement by checking off “Attach to Research in TER.”

☰ Research Activities

- Research Statements
- Patents and Copyrights
- Grants, Contracts and Clinical Trials
- Salary Support and Other Funding
- Publications
- Presentations and CE Activities
- Peer Review Activities
- Other Research and Professional Activities
- Financial Conflicts

Patents and Copyrights

This page contains information regarding patents and copyrights, both applied and granted.

Grants, Contracts and Clinical Trials

This page contains details (including financial details) about research and/or education grants you hold from various sources: grants, contracts, clinical trials, donations, research fellowships and industrial grants.

Salary Support and Other Funding

This page contains information about awarded personal salary support, trainee support, and any other funding that is not a Grant or an Honour/Career Award.

Publications

This page captures your published, submitted, or accepted/in-press publications. Here you can list your scholarly work, including abstracts, books, book chapters, editorials, journal articles, case reports, manuals, websites/videos, and works in preparation.

Presentations and CE Activities

This page captures your presentation records, including Abstracts, Invited Lectures and Presentations, and Media Appearances.

Peer Review Activities

This page captures Grant, Manuscript and Presentation Reviewing, as well as memberships in Editorial Boards.

Other Research and Professional Activities

This page captures details about any research projects or professional activities that you were involved in and that do not fall under the category of grants or research statements. These may include thesis projects.

Financial Conflicts

Use this page to describe any conflicts of interest you may have with respect to your potential research or other academic activities.

Teaching and Education Activities

Every section in the Teaching and Education Activities category will print on the **Teaching and Education Report (TER)** by default. The following sections also print on the CV: Introduction & Teaching Philosophy, Research Supervision, and Innovations and Development in Teaching and Education.

Introduction & Teaching Philosophy

A general introduction to your teaching activities as well as your teaching philosophy. Here you can enter free text. You can enter multiple records here, but only one can print on the TER at a time.

Teaching

Activities such as lectures, seminars, formal and informal teaching rounds, PBL teaching, examinations, workshops, etc. Each record should include: start-end dates, faculty, university department, activity title, location of teaching, number of students, and total hours (these last two need only be estimations).

NOTE: Please create one record per academic year for each teaching activity, using the start dates of July to June. If the activity occurred over a shorter time period (eg. Three-day workshop), it is also permitted to use those specific start and end dates, as long as multiple academic years are not overlapping.

Clinical Supervision

Information about your contribution to the clinical teaching of students, residents and/or fellows in the context of patient care, training them to become clinicians and doctors. Each record should include: start-end dates, faculty, university department, primary audience, type of supervision, location of supervision, number of students and total hours (these last two need only be estimates).

NOTE: Please create one record per academic year for each teaching activity, using the start dates of July to June. It is also permitted to create one record for each rotation, as long as multiple academic years are not overlapping.

Research Supervision

Information about students that you currently or previously supervised for a research project. This includes primary and co-supervising, thesis committee membership, and thesis examining.

Mentorship

Information about your mentoring of students, residents, fellows or junior faculty members. Examples include preceptorships, observerships, job shadowing, and career advising.

Teaching and Education Activities

[Introduction & Teaching Philosophy](#)

[Teaching](#)

[Clinical Supervision](#)

[Research Supervision](#)

[Mentorship](#)

[Innovations and Development in Teaching and Education](#)

[Aggregate Teaching Evaluations](#)

Innovations and Development in Teaching and Education

Details of any curriculum or educational development that you have engaged in. This can include designing courses and developing examinations, educational websites, on-line modules, and evaluation tools.

Aggregate Teaching Evaluations

Teaching Effectiveness Scores (TES) from POWER and the Medical Student Information System (MedSIS). This page is meant to capture only aggregate teaching evaluations, not teaching scores for individual teaching activities.

Administrative Activities

Every section in the Administrative Activities category will print on the **Curriculum Vitae (CV) Report** by default. You can make specific activities also print on the Teaching & Education Report by selecting “Attach to TER.”

Administrative Activities

This page details information about your participation in educational and administrative committees and tasks of various service types, including hospital, university, review boards and scientific advisory boards. It should also be a list of your active participation in learned societies and professional associations which relate to your academic discipline and professional activities. If you select the “Educational Administration” checkbox in a record, it will print on the TER. Examples: Resident curriculum committee, public education committee.

Administrative Activities
Administrative Activities

Creative Professional Activities

Every section in the Creative Professional Activities category will print on the **Creative Professional Activities (CPA) Report AND the Curriculum Vitae (CV) Report** by default.

Introduction to CPA

Here you can add an introduction to your Creative Professional Activities. This should be a high-level introduction to your CPA activities as a whole. Descriptions of individual CPA activities should be entered on the Creative Professional Activities page. If you have questions regarding the content, format and structure of your CPA Introduction or what constitutes a CPA Statement, please refer to your Department Head or Faculty Advisor. You may also consult the Academic Promotions Manual available from the Faculty of Medicine website at <http://www.medicine.utoronto.ca/faculty-staff/faculty-appointments-and-promotions>.

Creative Professional Activities
Introduction to CPA
Creative Professional Activities

Creative Professional Activities

For creative professional activities that are related to teaching and education, you can check off the “CPA in TER” box at the bottom of a CPA record. This will create a new section on the TER report along with the CPA record information, and any records attached to this CPA title.