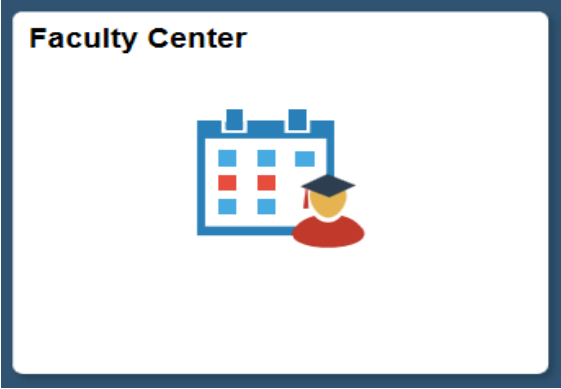
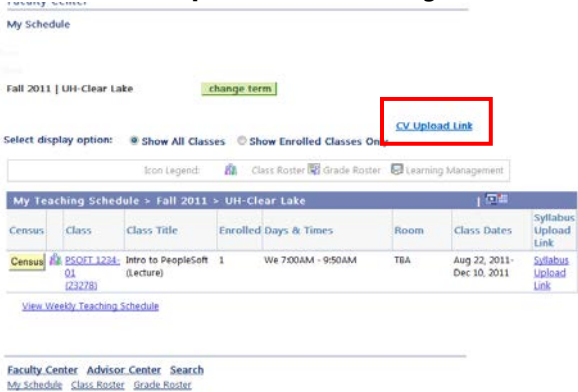
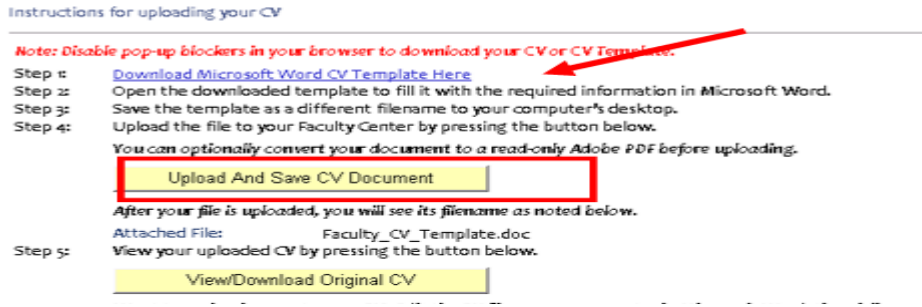

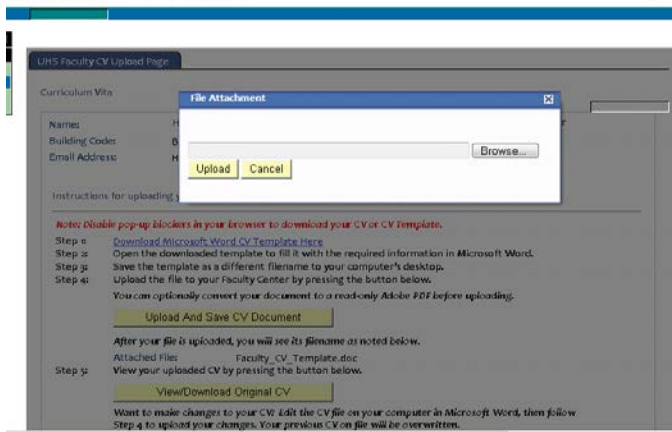


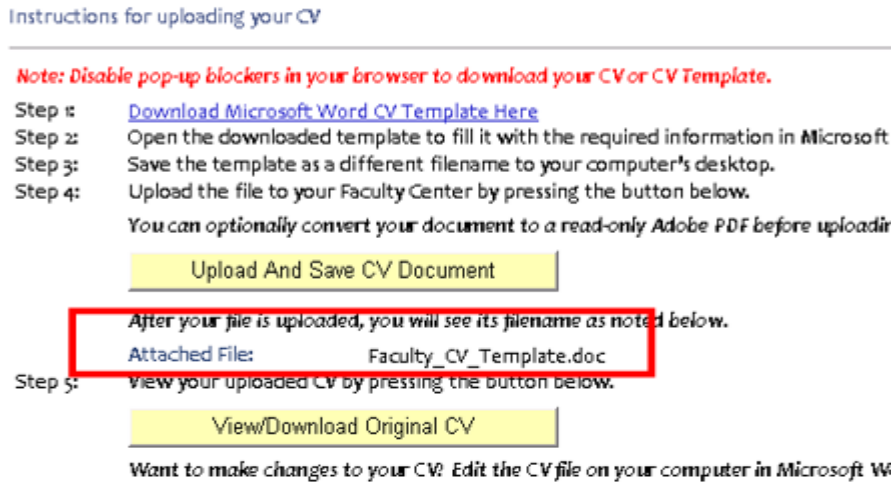
Uploading CV's

Steps	Descriptions
1.	Access the UHCL E-Services page at www.uhcl.edu/eservices . Enter your UHCL network ID and password or your 7 digit ID and password.
2.	Click on the Faculty Center tile 
3.	The Faculty Center displays your Teaching Schedule for the current semester automatically. Click on the CV Upload link on the right side of the page. 
4.	A template can be downloaded if needed and the link is listed in Step 1 . Otherwise, you can proceed to Step 4 to upload the CV document. Click on the Upload and Save CV Document button. 

5. A prompt box will appear to allow you to upload your document. Click Upload after you have selected the file.
Houston  Clear Lake



6. The will show the file name as attached once the upload is completed. You can view the uploaded document by clicking on the **View/Download Original CV** button.



7. Click on  or  to return to the Home Page.