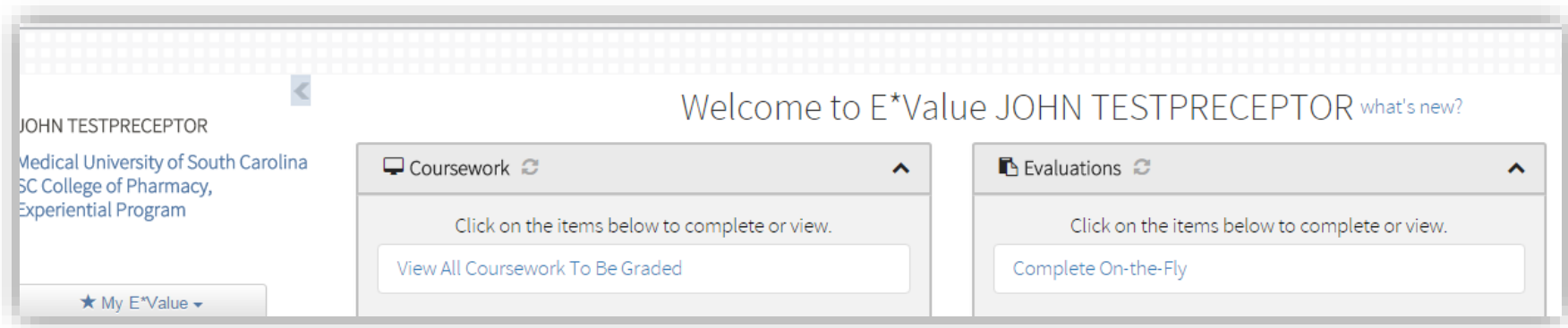


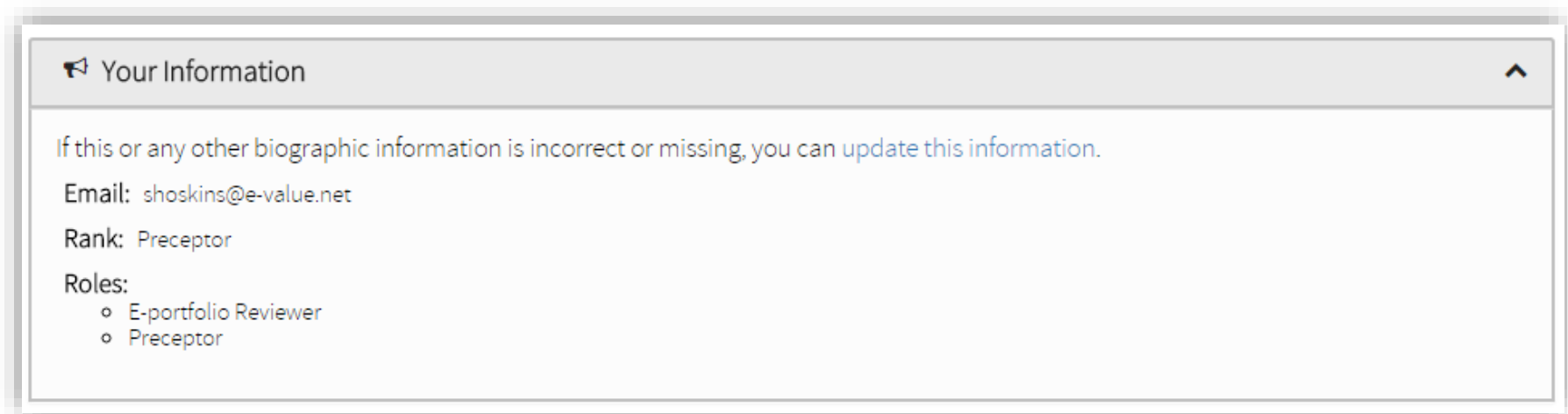
How to Update your Information and Upload Your CV/Resume and/or Syllabus to E*Value

ACPE requires that schools have complete profiles on preceptors including credentials and CV/Resume. All rotations are required to have a syllabus. We have syllabus templates posted on the SCCP Experiential Education Preceptor Page for your convenience. You can download and edit them to adapt them to your rotation experience. https://www.sccp.sc.edu/experiential_education_preceptor_resources (no sign in required for the SCCP Page).

1. Login to E*Value and you will first see your landing (home) page



2. Scroll down to the bottom of the landing page and click on “update this information”



3. Update your user information:

- a. Credential: Pharm.D, BS.Pharm, MD, NP, PA, DVM, etc
- b. License number(s) - format should be state, space and number – ex. “SC 1234”; insert comma between multiple licenses
- c. Contact information: enter cell phone and work phone
- d. BPS or CDE certifications if applicable (select all that apply)
- e. Upload CV and Rotation Syllabus
 - i. To upload documents, click on the file with the magnifying glass to select a file to upload as your CV and then again for your Syllabus. If you have any additional rotation documents, you can upload them as well.
- f. Be sure to “Update” a the bottom of the screen in order to save your changes.

Update Your User Information

Use this screen to update your E*Value information. Click on "Update" to save your changes.

Biographic:

Credentials :

Contact Information:

Cell Number :

Work Phone Number :

Custom Fields:

Preceptor Info

Board of Pharmacy Specialties Certifications


Select all that apply.....

- Board Certified Ambulatory Care Pharmacist (BCACP)
- Board Certified Critical Care Pharmacist (BCCCP)
- Board Certified Nuclear Pharmacist (BCNP)
- Board Certified Nutrition Support Pharmacist (BCNSP)
- Board Certified Oncology Pharmacist (BCOP)
- Board Certified Pediatric Pharmacist (BCPPS)
- Board Certified Pharmacotherapy Specialists (BCPS)
- Board Certified Pharmacotherapy Specialists (BCPS) - AQ Cardiology
- Board Certified Pharmacotherapy Specialists (BCPS) - AQ ID

Preceptor CV

Pharmacist License #

Rotation Description Video Link



Rotation Info & Syllabus

Required Items

Rotation Highlights

4. Please repeat these steps at least annually or sooner if you have a major change to your CV or syllabus.

5. Students can then see your rotation information when they click on your name in their roster report.

E*VALUE™
Powering Healthcare Education

Home Help My

SC College of Pharma

Profile Manager Schedules Optimization Setup Evaluations Learning Modules Sessions / Conferences PxDx Time Tracking Curriculum Mapping My Profile Sites & Affiliations Contact Users

Curriculum Availability Links and Defaults **Availability Scheduling** Plan

Medical University of South Carolina
SC College of Pharmacy, Experiential Program

Roster By Student Schedule Report

Subject: Tiffany-P4 TESTSTUDENT
Time Period: 06/30/2015 to 06/30/2016
Report Date: 06/30/2015

TESTSTUDENT, Tiffany-P4 - P4

User Start Date	User End Date	Time Frame
01/01/2016	01/31/2016	APPE 2015-16 Jan

User Details

First Name: Jane
Last Name: TESTPRECEPTOR
Credentials: Pharm.D.
Email: taylorja@musc.edu
Work Phone Number: 555-572-4567 222

Preceptor CV :

Preceptor Syllabus :

Preceptor(s)

Jane TESTPRECEPTOR