

## **THE FACULTY EFFORT SYSTEM**

The Faculty Effort System (FES) is an electronic data entry system. Section E-13 of the Business Procedures Manual is procedures that have been updated so department administrators can remain abreast of current developments. This manual has been based on the principles and framework from approved materials previously written and published as well as documentation for the Faculty Effort System.

The goal of this section is to teach and train new employees so they understand the theory and the on-line development of the Distribution of Effort (DOE) form. It has also been written to give detailed support to Business Administrators who have questions concerning faculty members' Distribution of Effort forms and the Faculty Effort System.

The faculty effort information is on-line and integrated with the Human Resource System (HRS) and the Financial Resource System (FRS). . Each on-line screen builds the complete finished document that becomes the Distribution of Effort Form (DOE).

First and foremost, FES is about people. It is a system that is practical and people friendly. It is a tool that helps administrators deal with real-life work issues concerning time and effort for the faculty members in their departments.