



Detailed Effort

Section I. Instruction

Non-Sponsored Instruction

a. General Academic Instruction

Option I - enter by course number:

Course No.	Course Title	% Effort	Description (optional)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Option II - enter by course level:

Undergraduate, Lower Level Courses: _____

Undergraduate, Upper Level Courses: _____

Graduate Level Courses: _____

First Professional Courses: _____

b. Instructional Supervision and Advising

Directly related to degree instruction

Undergraduates, lower divisions _____

Undergraduates, upper divisions _____

First Professional degree students _____

Masters students _____

Doctoral students _____

Postdoctoral students and fellows _____

Interns, residents and other post gr. clinicians _____

Directly related to patient care

Students, e.g., medical dental, nursing _____

Interns, residents and other post gr.clinicians _____

c. Curriculum Development _____

d. Continuing Education _____

e. Other Instruction and Education _____

Detailed Effort

Section I. Instruction (continued)

Non-Sponsored Instruction (continued)

f. Libraries - Primary Assignment

Reference / Information Service _____

Library Instruction _____

Technical Services _____

Information Technology _____

Collection Development _____

Administration (report in Section IV) _____

Other Primary Activities _____

Subtotal Non-Sponsored Instruction _____

Sponsored Instruction

Project Title	Cost Object	% Effort	Description (optional)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Subtotal Sponsored Instruction _____

Total Section: I. Instruction _____

Section II. Research

Non-Sponsored Research

Internally Funded Research _____

Internally Funded Research _____

Subtotal Non-Sponsored Research _____

Sponsored Research

Project Title	Cost Object	% Effort	Description (optional)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Subtotal Sponsored Research _____

Total Section: II. Research _____

Detailed Effort

Section III. Service

	% Effort	Description (optional)
<i>Non-Sponsored Service</i>		
a. Service to Public	_____	_____
b. Service to Profession	_____	_____
c. Service to Institution	_____	_____
College and Department	_____	_____
University Level	_____	_____
d. Patient Care Unrelated to Instruction	_____	_____
Direct Patient Care and Clinical Service	_____	_____
Quality Assurance Activities	_____	_____
Other Clinical Services	_____	_____
<i>Subtotal Non-Sponsored Service</i>	_____	

Sponsored Service

Project Title	Cost Object	% Effort	Description (optional)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<i>Subtotal Sponsored Service</i>		_____	

Total Section III. Service

Section IV. Administration

	% Effort	Description (optional)
<i>Non-Sponsored Administration</i>		
a. College and Department	_____	_____
b. University Level	_____	_____
c. Hospital	_____	_____
d. Fund Raising (Private Gift Solicitation)	_____	_____
<i>Subtotal Non-Sponsored Administration</i>	_____	

Sponsored Administration

Project Title	Cost Object	% Effort	Description (optional)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<i>Subtotal Sponsored Administration</i>		_____	

Total Section IV. Administration

Detailed Effort

Section V. Professional Development		<u>% Effort</u>	<u>Description (optional)</u>
<i>Non-Sponsored Professional Development</i>			
a. Sabbatical Leave		_____	_____
b. Other Leave or Development		_____	_____
<i>Subtotal Non-Sponsored Prof. Development</i>		_____	
<i>Sponsored Professional Development</i>			
<u>Project Title</u>	<u>Cost Object</u>	<u>% Effort</u>	<u>Description (optional)</u>
_____	_____	_____	_____
_____	_____	_____	_____
<i>Subtotal Sponsored Prof. Development</i>		_____	
Total Section V. Professional Development		_____	