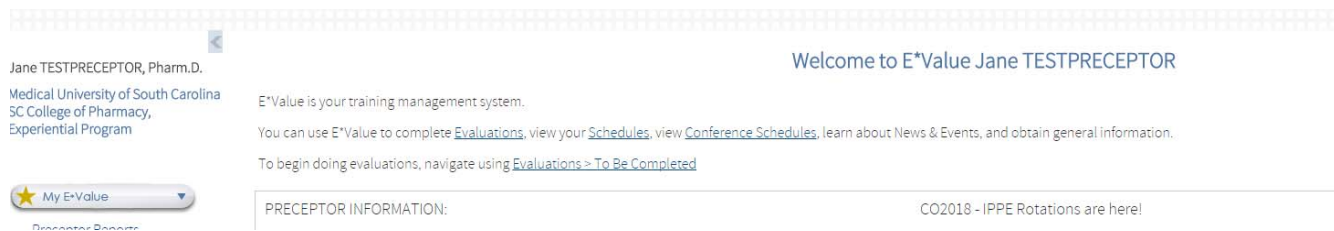


ACPE requires that schools have a CV/Resume for each preceptor and a Syllabus for all rotations. We have syllabus templates posted on the SCCP Experiential Education Preceptor Page for your convenience. You can download and edit them to adapt them to your rotation experience.

https://www.sccp.sc.edu/experiential_education_preceptor_resources (no sign in required for the SCCP Page)

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

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



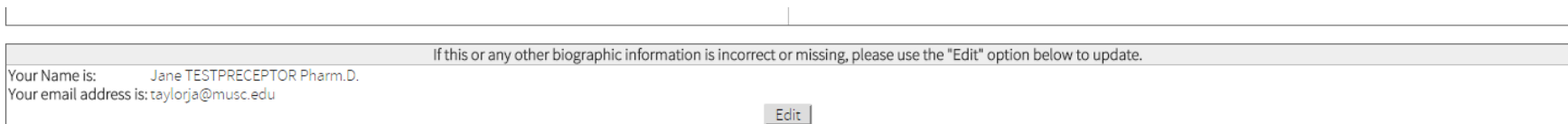
Jane TESTPRECEPTOR, Pharm.D.
Medical University of South Carolina
SC College of Pharmacy,
Experiential Program

Welcome to E*Value Jane TESTPRECEPTOR

E*Value is your training management system.
You can use E*Value to complete [Evaluations](#), view your [Schedules](#), view [Conference Schedules](#), learn about News & Events, and obtain general information.
To begin doing evaluations, navigate using [Evaluations > To Be Completed](#)

PRECEPTOR INFORMATION: CO2018 - IPPE Rotations are here!

2. Scroll down to the bottom of the landing page and click on “Edit” or “Update Your Information”



If this or any other biographic information is incorrect or missing, please use the "Edit" option below to update.

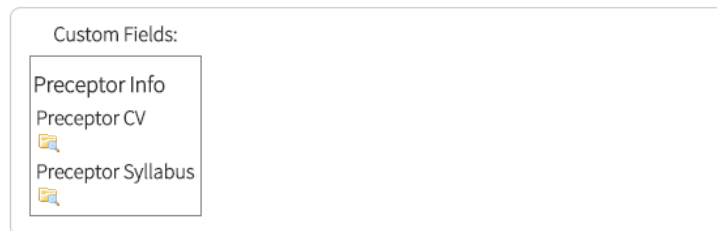
Your Name is: Jane TESTPRECEPTOR Pharm.D.
Your email address is: taylorja@musc.edu

Edit

3. Click on the file with the magnifying glass to select a file to upload as your CV and then again for your Syllabus. Be sure to “Update” 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.



Custom Fields:

Preceptor Info
Preceptor CV
Preceptor Syllabus

* = required fields

Update Cancel

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 M

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