From:	Sara Jane Umali <sara.umali@ucr.edu>
Sent:	Monday, November 19, 2018 10:15 AM
To:	Xiaoping Hu; David Cocker; walid.najjar@ucr.edu; 'amit.roychowdhury@ucr.edu'; Ashok Mulchandani; Guillermo Aguilar (gaguilar@engr.ucr.edu); Juliet McMullin; Yunhee Min; Jeffrey Sacks; Andrew Winer; Joel Robert Smith; Steven M Helfand; David C Lloyd; andrea.smith@ucr.edu; Sherine Hafez; Jacques Lezra; Thomas E Cogswell; jason.weems@ucr.edu; Erika Suderburg; Leonora Saavedra; Andrews Reath; John N Medearis; Christine Chiarello; Pashaura Singh; jan.stets@ucr.edu; Augustine J Kposowa; Rickerby M Hinds; Richard A Luben; Patricia S Springer; Jingsong Zhang; David D Oglesby; richard.redak@ucr.edu; Laosheng Wu; Helen Regan; Yat Sun Poon; Katherine A Borkovich; Morris Maduro; Manuela Martins-Green; isgouhi.kaloshian@ucr.edu; Kenneth Barish; Xinping Cui; Jerayr 'John' Haleblian; Monica J Carson; Ramdas G Pai; Samar Hamed Nahas; gerlad.maguire@ucr.edu; Arnold D Tabuenca; Kurt Schwabe
Cc:	VPAP; academicpersonnel@ucr.edu; Senate; APDstaff@ucr.edu; Eric T Martin; Brandon M Ayers; Disha Kibria; efilesupport@ucr.edu
Subject:	UPDATE: eFilePlus Updates (Snapshots and Comprehensive PDF)

Dear Department Chairs,

The following message is being sent on behalf of Vice Provost Ameae Walker.

The following features are now available in eFilePlus. This is in response to requests made by Faculty, Department Chairs and Academic Personnel staff in various units.

1. Continued viewing of snapshots once they leave the Chair's queue: Thus, the Chair will still be able to see the snapshot and could show it to (or print it for) any faculty member who wants reassurance that the Dean, CAP etc. is reviewing what they signed off on. The Snapshots presented in this way are read-only and can only be viewed, not changed in any way. Please share this information with your faculty.

2. Support for Comprehensive PDF generation: This is available to all and would allow anyone (staff faculty, chairs etc.) to produce a PDF. See knowledge base article for more information: https://ucrsupport.service-now.com/nav_to.do?uri=%2Fkb_view.do%3Fsysparm_article%3DKB0010902.

For latest updates on eFilePlus, visit the eFilePlus News and Notes section at https://academicpersonnel.ucr.edu/efileplus/news.html.

For user guides/knowledge base articles, visit the eFilePlus Support section at: https://academicpersonnel.ucr.edu/efileplus/servicelink.html.

For questions or more information, please send an email to efilesupport@ucr.edu.

Best regards,
Sara

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