

# Faculty Members' New Portal



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## First, Introduction

# 1- Service Description

A website for faculty member that view professionally a brief about him and his scientific qualification and research, along to the projects he participated.

#### 2- New Portal Features

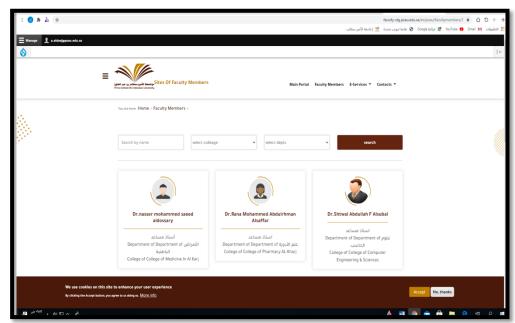
Browsing the faculty member website and search for them is easier now. Their scientific achievements are highlighted. Bedsides, it enables the faculty member to modify and edit his content.

## Second, Service Guide

# 1- Reaching the Service

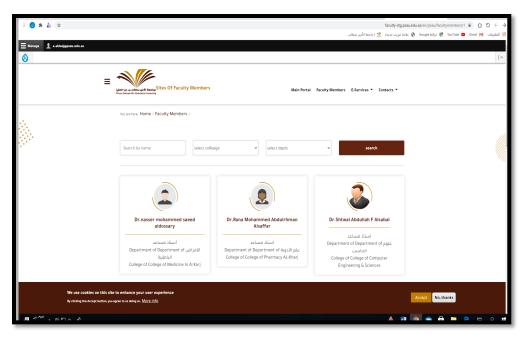
The portal services of the faculty member can be accessed through the following link: (<a href="https://faculty.psau.edu.sa/">https://faculty.psau.edu.sa/</a>)

 Then, the following page will appear. This page shows the search service. The search can be through (faculty member name, college name, and his department)

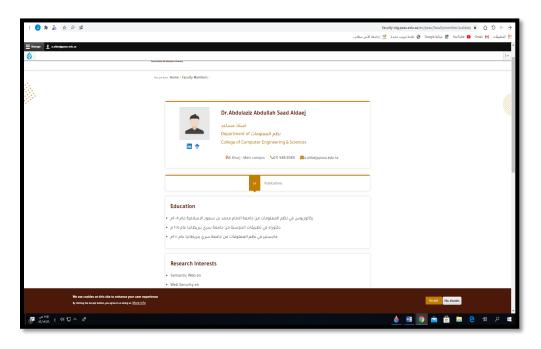




 The main page shows the following information about the faculty member (scientific rank, department, college, location, mobile number, and e-mail)



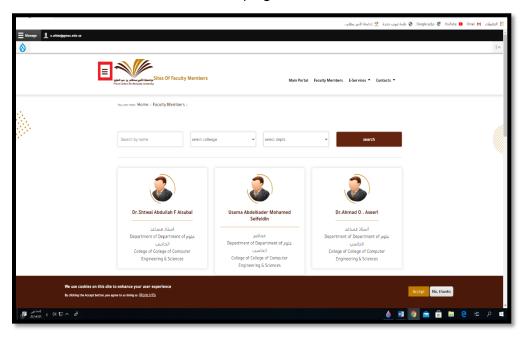
• After selecting a faculty member, his CV and scientific research will appear, besides his contact information.



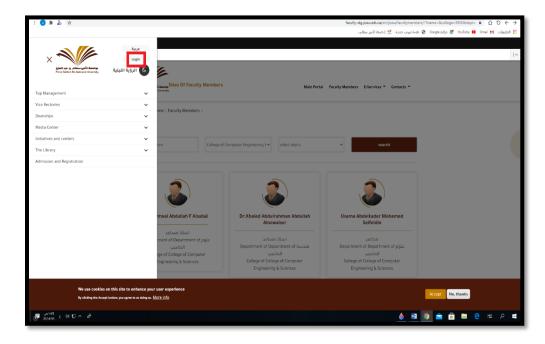


# 2- Service Access

• Click on ≡ as shown in the next page:

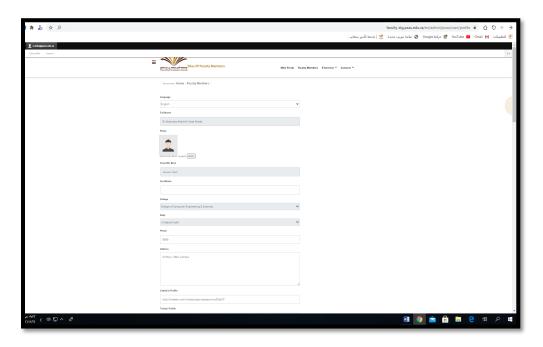


• Click on "Login" button login—.



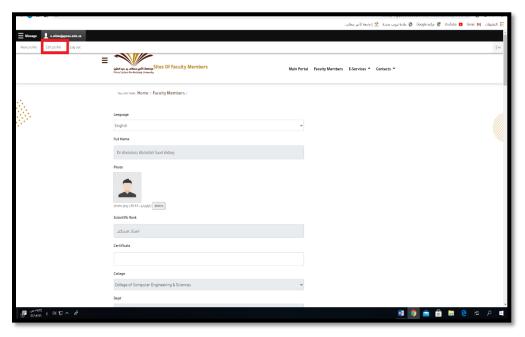


- After login, faculty member information will be displayed. He can edit, modify, or delete them. The following information are presented on this page (full name, picture, scientific rank, certificates, college, department, mobile number, address, LinkedIn account, Google Scholarship, education, experiences, roles and responsibilities in the university, Arabic and English publications).
- After modifying the information, it should be saved by clicking on "Save" button.





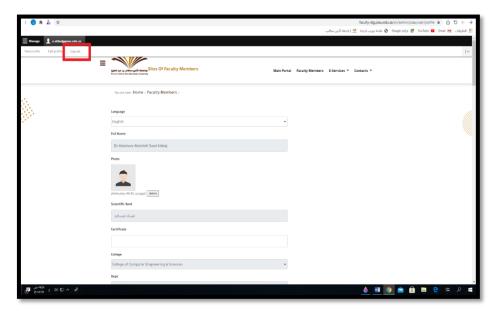
• The faculty member can edit his profile by clicking on "Edit profile", as follows:



- From this page, edit the following (password, e-mail, picture, language preference, communication preference and local settings).
- After modifying the information, it should be saved by clicking on "Save" button.



Logout from the service by clicking on "Logout".



• Note: the faculty member can retrieve his saved formation on the old portal from the following link:

https://faculty-old.psau.edu.sa/



# Third, Publication Policies on Faculty Members Sites

- All faculty member websites are subjected to the publishing policies approved on the university's website.
- The faculty member holds full responsibility for his posted content.
- All ideas and opinions published on the faculty member websites are subject to full control by the faculty member, and do not represent the university in any way.
- The faculty member shall commit to intellectual property rights.
- The faculty members shall not publish software with copyright or trademarks illegally.
- Faculty member shall not put links to other sites that violate the Islamic Sharia law, or that are intended to harm national security.
- The faculty members shall not publish all kinds of content and comment that fuel sectarianism, racism, tribalism, and regionalism in all its forms.
- The publication shall serve the university's academic and scientific purposes only.