

# Edit Student Profile help doc

Thursday, February 20, 2014 6:12 PM

utmb Health School of Health Professions www.shp.utmb.edu

Hello dhowser SIGN OUT

Friday 21 February

## SCHOOL OF HEALTH PROFESSIONS

Help

### Edit Student Profile

SH HOME PAGE

First Name: Doogl Student ID: 123456712  
Middle Init: UTMB Username: 21  
Last Name: Howser Ethnicity: White or Caucasian  
Gender: Male Department: Master of Health Professions - RC  
Entry Start Date: 8/20/2013 12:00 AM Entry Complete Date: 6/25/2013 11:01 PM  
Photo:  Browse...  
\*You must click "SAVE" button to upload/save the file\*  
Profile Status: Complete

#### Address Info (click plus to add an address) +

Address: 123 Broadway State: Texas  
City: Galveston ZIP: 77552  
Address Type: Current  
Phone Number: 4098876309 Phone Type: Cell  
UTMB Email: dhowser@utmb.edu

#### Education (Click on plus to add education entry) +

#### Awards/Honors (click plus to add award) +

#### Professional Memberships (click plus to add another membership) +

#### Community Involvement (click plus to add an entry) +

#### Commitments/Responsibilities (click plus to add entry) +

SAVE FINISHED FINAL SUBMIT EXIT SAVE TO PDF...

Click on the + icon to add an entry for the following categories of data:

- Address
- Education Background
- Awards and Honors
- Memberships
- Commitments

Click "Save To PDF" button to:

- Display the resume report and
- Export your student profile to a PDF file.

**\*\*Make sure you DISABLE the browser's POP-up blocker\*\***

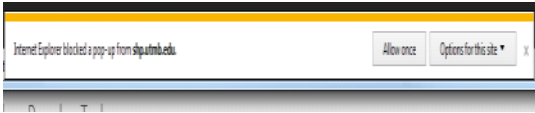
**\*\*Before you SAVE TO PDF\*\***

You must be logged on to the UTMB network with your UTMB log-in credentials. If you are off-campus, you can login using the [MyVPN Remote Access](https://myvpn.utmb.edu/dana-na/auth/url_default/welcome.cgi) page located at: [https://myvpn.utmb.edu/dana-na/auth/url\\_default/welcome.cgi](https://myvpn.utmb.edu/dana-na/auth/url_default/welcome.cgi)



**\*\*Make sure you DISABLE the browser's POP-up blocker\*\***

If the POPUP is blocked you'll see the following message. Click to "Allow once" and Also click on the "SAVE TO PDF..." button again.



The instructions for using a VPN connection are located at: [www.utmb.edu/is/isops/vpnsetup.aspx](http://www.utmb.edu/is/isops/vpnsetup.aspx)

**Howser, Doqgi**

**Student ID:** 123456712      **Department:** Master of Health Professions - RC

**Gender:** Male      **UTMBID:** 21

**Ethnicity:** White or Caucasian

**Contact Information**

Address Type	Address	City	State	Zip	Phone Number	Phone Type	Email
Current	123 Broadway	Galveston	TX	77552	4098676309	Cell	dhowser@u

**Education Background**

College University Name	GPA	Scale	Degree	Major	Start Date	End Date
UTMB	3.40	3.30	Master of Science	Nursing	08/15/2012	
Michigan State	3.10		Master of Science	Textile Engineering	08/31/1994	06/11/1996
Prairie View A&M Univ	3.10	3.20	Bachelor of Science	Underwater Basket Weaving	09/04/1990	12/26/1993

**Awards and Honors**

Award Name	Award Giver	Award Date
Weaver Miester	Harris county Weaver Association	11/01/1995

**Other Commitments**

Name
YMCA

**Memberships**

Group Name	Position Activity	Time	is Active	Start Date	End Date
Extreme Fabric team	Research new clothes for extreme weather.	50000 Hours/Month	True	10/22/1997	

**Steps to Export to PDF**

1. Select the Acrobat(PDF) format
2. Click on Export
  - a. After you click on Export an "Open/Save" dialog will display.
3. Click on Open or SaveAs
  - a. Open will invoke Adobe Acrobat reader to allow you to view the PDF file.
  - b. Save/Save-As will allow the user to save the PDF to the local PC.