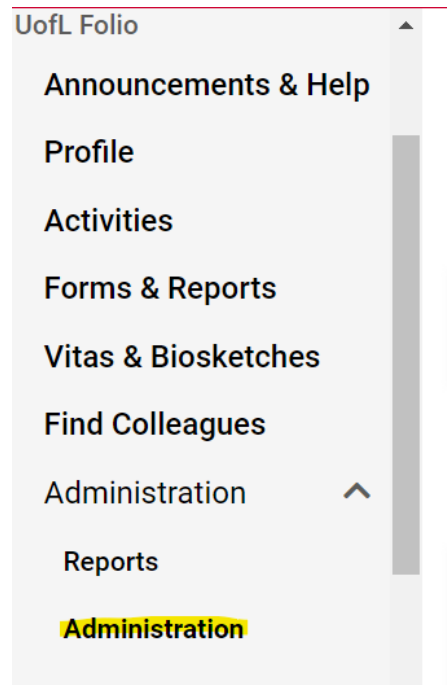


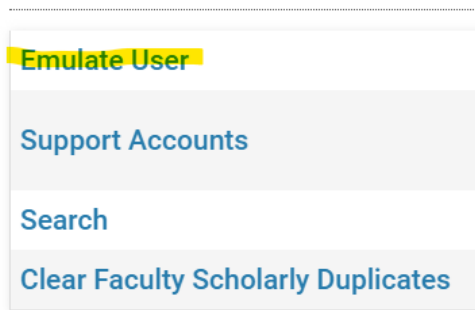
## Steps to Emulate Faculty

1. On the left side navigation: select Administration/Administration



2. Scroll down to Tools
3. Click Emulate User

### ▼ Tools



4. Scroll down and click on the department faculty count hyperlink

☐ School of Medicine	896	-
Anatomical Sciences and Neurobiology	17	-
Anesthesiology and Perioperative Medicine	25	-
Biochemistry and Molecular Genetics	13	-
☐ Cardiovascular and Thoracic Surgery	21	-
Comparative Medicine Research Unit	5	-
Emergency Medicine	34	-
☐ Family and Geriatric Medicine	24	-
James Graham Brown Cancer Center	-	-
☐ Medicine	200	-
Microbiology and Immunology	22	-
☐ Neurological Surgery	41	-

5. Type the name of the faculty member you want to emulate in the box that says “Search Names Below”

Select Faculty

6. Select faculty name

[Go Back](#)

7. Check to make sure that this is the faculty you would like to emulate
8. Click Okay

Emulate

Emulate the following

Name: Paul, Ronald  
Faculty ID: 1026878