




DARTMOUTH COLLEGE

The Faculty of Arts and Sciences

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To: A&S Faculty

From: Michael Mastanduno 

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Re: Updating Your Faculty Directory Profile

With the start of the new academic year, I'm asking each of you to take a moment to update your faculty profile for Dartmouth's on-line Faculty Directory. As you may recall, we recently redesigned it to allow faculty members easy access to modify profiles at any time during the year so that you can keep them current.

For new faculty, the directory may be found at: <http://dfd.dartmouth.edu/>. Click the "Log In" prompt in the upper right of the screen and you'll be asked to enter your Dartmouth Web Authorization credentials. Once logged in, locate your profile by either department or last name. At the bottom of your profile, you'll find the "Create a Draft" button; click on it and then you can edit your personal information, photograph, and links. When you're finished making changes, press "Submit Draft." Directory editors will review your submission shortly and either approve it or request more information.

Should you have any questions or difficulty accessing the site, please contact Morgan Hamilton, Project Coordinator, at morgan.s.hamilton@dartmouth.edu or 6-9887.

The Faculty Directory is a critical source of timely and accurate information for faculty, students, and staff – as well as for prospective members of our community and the world beyond Dartmouth. Thanks for your attention and patience in helping us keep these important records up to date.

cc: Associate Deans