* This Performa is to Update Employee Detail and his Publication in Employee Directory
* Provide the Information of one employee per Performa
* If you want to update an existing employee information than do highlight the updated text

*A portal has been created to update employee information on department level, Contact Head of Department or focal person designated by HOD to update employee information over the website*

**Instruction for HOD /Focal Person:** To get your Credentials for the portal kindly contact Information Technology Resource Center and Data Bank (ITRC&DB), University of Agriculture, Faisalabad, Pakistan

Contact # +92 (41) 9200161-70 Ext: 3316

Email ID: [director.it@uaf.edu.pk](mailto:director.it@uaf.edu.pk)

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| Employee Details | | | |
| 1 | Name: |  |  |
| 2 | Main Division: | *Faculty* |  |
| 3 | Sub Division: | *Department* |  |
| 4 | Head of Department: | *If Yes then Provide Designation* |  |
| 5 | HEC Approved Supervisor: | *YES or NO* |  |
| 6 | Designation: |  |  |
| 7 | Status: | *i.e regular, Adhoc* |  |
| 8 | Phone: | *Office #* |  |
| 9 | Fax: |  |  |
| 10 | Mobile: |  |  |
| 11 | Education: |  |  |
| 12 | Email: |  |  |
| 13 | Expertise: |  |  |
| 14 | Research Interests |  | |
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Publications

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| --- | --- | --- | --- | --- |
| 1 | Publication Title: |  | | |
| 2 | Web Link: |  | | |
| 3 | Journal Name: |  | | |
| 4 | Journal Volume: |  | | |
| 5 | Pages: |  | | |
| 6 | Year: |  | | |
| Authors |  | First Name | Middle Name | Last Name |
| Author: 1 |  |  |  |
| Author: 2 |  |  |  |
| Author: 3 |  |  |  |
| Author: 4 |  |  |  |
| Author: 5 |  |  |  |
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| 4 | Journal Volume: |  | | |
| 5 | Pages: |  | | |
| 6 | Year: |  | | |
| Authors |  | First Name | Middle Name | Last Name |
| Author: 1 |  |  |  |
| Author: 2 |  |  |  |
| Author: 3 |  |  |  |
| Author: 4 |  |  |  |
| Author: 5 |  |  |  |
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| Authors |  | First Name | Middle Name | Last Name |
| Author: 1 |  |  |  |
| Author: 2 |  |  |  |
| Author: 3 |  |  |  |
| Author: 4 |  |  |  |
| Author: 5 |  |  |  |
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| Author: 2 |  |  |  |
| Author: 3 |  |  |  |
| Author: 4 |  |  |  |
| Author: 5 |  |  |  |
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