



My Details: Academic Current Discipline

Applicable to the following Staff Groups:

- ✓ University of Nottingham staff – staff in the Research & Teaching Job Family Only (hidden for all other staff)

This contains details of the Academic Discipline currently being taught and / or researched by you.

- Once submitted, any change made will be reflected in your Human Resources record immediately.
- If you enter more than one then note each field is of equal importance.
- If you only have one, then please enter this in the first field (Current Academic Discipline 1).

How Do I Submit a Change to this Data?

1. Select the first Current Academic Discipline by clicking on the down arrow at the end of the field:

The image shows a form field with the text 'Current Academic Discipline 1' on the left and a dropdown arrow on the right. The dropdown arrow is circled in red.

2. Select additional Current Academic Disciplines, if required.
3. Check that the details you have entered are correct.
4. Click 'Submit' (bottom, right) to submit your change. This will be reflected in your MyView record immediately:

A blue rectangular button with the word 'Submit' in white text.