CALIFORNIA STATE UNIVERSITY LONG BEACH | FACULTY AFFAIRS

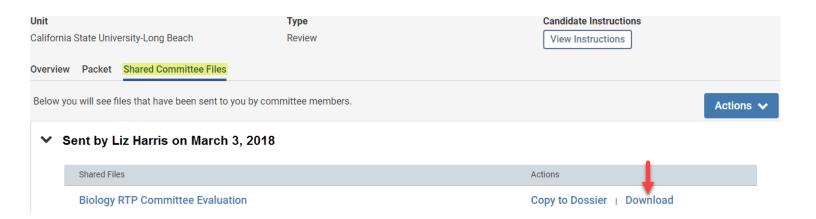
CANDIDATE'S QUICK REFERENCE GUIDE

Review, Promotion & Tenure



How Do I Download My Evaluation(s)?

In the **Shared Committee Files** tab, locate the evaluation file(s) shared with you, and click **Download**.



You can then choose to save the PDF file(s) and/or print.

Technical issues with Interfolio (i.e., navigation, accessing your packet, uploading materials) can be directed to help@csulb.edu or contact Interfolio Scholar Services at 877-997-8807 or help@interfolio.com.