FUNCTION CHART

Post-to-Web Training
April 2001

start here

Log in **to UWNetID and Post-to-Web Tools [a] [b]**

Submit Job Announcement

[c] [d]

Run Setup (Menu programs)

[e]

Prepare application packets

Bulk printing (from Menu programs) [e]

Job announcement saved to archive folder, and added to list ("registry") of current jobs

Web site re-built (in development) for preview

Auto-install
12 a.m. Site automatically installed to production (public)

[f]

PTW RESOURCES / URLs

UWNetID Login
https://weblogin.washington.edu

PTW Tools
https://wwwudev.cac.washington.edu/admin/employment/form/

Development Site
https://wwwudev.cac.washington.edu/admin/employment

User Guide
https://wwwudev.cac.washington.edu/admin/employment/form/docs

Look for letters in [brackets] -> for more information, find the corresponding letter in your user guide