**First Name Last Name**

**(CV in required format for WPI promotion)**

**100 Institute Road**

**SSPS Department, WPI**

**Worcester, MA 01609**

**508-831-XXX**

**xxxx@wpi.edu**

**PROFESSIONAL EXPERIENCE**

1. **Education**

Degree School, Field, Year

Dissertation/Thesis: *Title*

Advisor: First Name Last Name

Degree School, Field, Year

Dissertation/Thesis: *Title*

Advisor: First Name Last Name

1. **Teaching Experience**

**Rank/Position**, Worcester Polytechnic Institute YEAR-Present

**Example:**

**Assistant Professor of XXX**, Worcester Polytechnic Institute YEAR-YEAR

\*See Section 5 for Courses

1. **Work Experience Other than Teaching**

**Activity**  *Employer,* City, State YEAR-YEAR

Brief description of work experience/role.

**TEACHING**

1. **Teaching Innovations (See also Teaching Portfolio)**

* Innovation YEAR

You can provide a brief (paragraph) narrative of teaching innovations here if you’d like. You can elaborate on this in your teaching portfolio.

1. **Courses Taught at WPI**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Course Number** | **Course Name** | **Term/Semester Taught** | **Enrollment (# Students)** | **Evaluation**  **(# respondents)** | **Q1 Mean** | **Q2 Mean** |
| XXX XXXX | XXXXXXX | Fall XXXX | ~XX | XX | X.X | X.X |
|  |  | C XXXX | ~XX | XX | X.X | X.X |
| AAA AAAA | AAAAA | A XXXX | ~AA | XX | A.A | A.A |
|  |  | D XXXX | ~AA | XX | A.A | A.A |

1. **Projects, Theses, and Dissertations Advised**

**Major Qualifying Projects (MQPs)**

These projects are required of all graduating undergraduates and are equivalent to a senior honors thesis at other institutions. The projects take two-thirds to the entire school year to complete and are equivalent to three or four courses (credit wise).

1. Student Last Name, First Initial. (Academic Year). Title. Role (Advised/Co-Advised).
2. Student, K. & Student, J. (2022-2023). *Title.* Co-advised with First Name Last Name.
3. Student, L. (2021-2022). *Title.* Co-advised with First Name Last Name (Institution).

\*Winner of Provost’s MQP Award in XXX Department

1. Student, L. (2021-2022). *Title* Advised.

**Interactive Qualifying Projects (IQPs)**

This society-oriented project is a degree requirement for undergraduates and typically completed in the junior year. It can be completed off-campus or on-campus. It is equivalent to three or four courses (credit-wise).

1. Student Last Name, First Initial. (Academic Year). Title. Role (Advised/Co-Advised).
2. Student, K. & Student, J. (2022-2023). *Title.* Co-advised with First Name Last Name.
3. Student, K. & Student, J. (2022-2023). *Title.* Advised
4. Student, X., Student, Y., Student Z., Student, A. (YEAR). *Titles* Co-Advised with First Name Last Name. XXXX Project Center.

**Dissertations**

1. Student Last Name, First Initial. (Academic Year). Title. Role (Advised/Committee Member/Quals).
2. Student, M. (YEAR). Title. Ph.D Candidate in Discipline. Committee Member.
3. Student, A. (year). Title. M.S. (other Masers these degree) in discipline. Indicate advisor or Committee member.

1. **Independent Studies Conducted at WPI**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ISP Number** | **ISP Name** | **Term/Semester** | **Enrollment (# Students)** | **Additional Notes** |
| XXX XXXX | XXXXXXX | D XXXX | 1 | Minor Capstone |
| XXX XXXX | XXXXXXX | D XXXX | 1 |  |
| XXX XXXX | XXXXXXX | D XXXX | 1 |  |

1. **Academic Advising at WPI**

YEAR Number Field Majors and Minors

2021-2022 XX Field Majors and Minors

1. **Honors, Awards, and Other Recognition Related to Teaching**

**Teaching Awards**

1. Name of Award (YEAR).

**Teaching Award Nominations**

1. Nominated for Name of Award (YEAR).

**Teaching Honors**

1. Teaching Honor

**Invited Presentations Related to Teaching or Advising**

* 1. Last Name, First Initial. (Month YEAR). *Title*. Location Given.
  2. Last Name, First Initial. & Last Name, First Initial. (Month YEAR). *Title*. Location Given.

**SCHOLARSHIP/CURRENCY**

1. **Publications: Peer-Reviewed** (\*Denotes authors contributed equally; double underline= Graduate Student Co-Author; single underline = Undergraduate Student Co-Author)  
   *Note: This section is for accepted, in press, or published articles, not preprints (they come later).*

**Journal Articles**

1. **Last Name 1, First Initial 1**., Last Name 2, First Initial. (YEAR). Title of article. *Title of Journal*. Volume, Number, pages. DOI (if available).
2. Last Name 1, First Initial 1., **Last Name 2, First Initial**. (YEAR). Title of article. *Title of Journal*. Volume, Number, pages. DOI (if available).
3. \*Last Name 1, First Initial 1., \***Last Name 2, First Initial**. (YEAR). Title of article. *Title of Journal*. Volume, Number, pages. DOI (if available).

**Book Chapters**

1. **Last Name 1, First Initial 1**., Last Name 2, First Initial. (YEAR). Title of chapter. In X. X. Last name, Last Name, X, (Eds). *Title of Book*. City, State/Country: Publisher.

**Conference Proceedings**

1. **Last Name 1, First Initial 1.,** Last Name 2, First Initial. (YEAR). Title of article. In *Title of Conference*. DOI (if available).

**Op-Ed**

1. Last Name, First Initial., Last Name 2, First Initials, & **Last, First Initial.** (Month XX, YEAR). Title of op-ed. *Title of Journal. Website URL (if available)*

1. **Presentations at Conferences, Seminars, and Colloquia** (\*Denotes authors contributed equally; double underline= Graduate Student Co-Author; single underline = Undergraduate Student Co-Author)

**Conference Presentations: Peer-Reviewed**

**Symposium Chaired or Co-Chaired**

1. **Last, First Initial.** (Month Year). Title of symposium. Symposium presented at the YEAR *Title of Conference*, Location.

**Oral Presentations**

1. **Last Name, First Initials.** & Last Name2, First Initial2. (Month Year). Title of presentation. Presented at the YEAR *Title of Conference*, Location.

**Poster Presentations**

1. **Last Name, First Initials &** Last Name2, First Initial2 (Month Year). Title of presentation. Presented at the YEAR *Title of Conference*, Location.

**Invited Presentations Related to Scholarship**

* 1. **Last, First Initials.** (Month YEAR). *Title of Presentation*.

1. **Public Scholarship Artifacts**

List scholarly works available online and to non-academic audiences

1. **Scholarship in Progress** (\*Denotes authors contributed equally; double underline= Graduate Student Co-Author; single underline = Undergraduate Student Co-Author)

**Manuscripts Currently Invited to Revise and Resubmit**

1. Last, First Initials., Last, First Initials., Last, X. X., & **Last, A. B. M.** (revise and resubmit). Title of article/chapter.

**Manuscripts Currently Under Review and Preprints**

1. Last, First Initials., Last, First Initials., Last, X. X., & **Last, A. B. M.** (revise and resubmit). Title of article/chapter.

**Manuscripts In Preparation**

1. Last, First Initials., Last, First Initials., Last, X. X., & **Last, A. B. M.** (revise and resubmit). Title of article/chapter.

1. **Fellowships and Grants—Awarded, Pending, and Denied** (\*Denotes authors contributed equally; double underline= Graduate Student Co-Author; single underline = Undergraduate Student Co-Author)

**Awarded Grants** **as PI or Co-PI**

1. Funding Agency (Year-Year). *Title of Grant*. **X. Last** (PI, Institutions) & Y. Last (Co-PI, Institution). $X,XXX.

**Awarded Grants as Research Faculty, Consultant, Advisory Board, or Other Role**

1. Funding Agency (Year-Year). *Title of Grant*. X. Last (PI, Institution), Y. Last2 (Co-PI, Institution), & Z. Last (Co-PI, Institution). $XXX,XXX.
   1. **A. Last (Advisory Board)**.
2. Funding Agency (Year-Year). *Title of Grant*. A. Last (PI, Institution), B. Last (Co-PI, Institution), C. Last (Co-PI, Institution), D. Last (Co-PI, Institution), E. Last (Co-PI, Institution), F. Last (Sr. Pers.), & **G. Last** (Sr. Pers.), $X,XXX.

**Pending Grants**

1. Funding Agency (Year-Year). *Title of Grant*. **X. Last** (PI, Institutions) & Y. Last (Co-PI, Institution). Submitted Month Year. $X,XXX.

**Grants In Preparation**

1. Funding Agency (Year-Year). *Title of Grant*. **X. Last** (PI, Institutions) & Y. Last (Co-PI, Institution). $X,XXX.

**Submitted but Not Funded Grants**

1. Funding Agency (Year-Year). *Title of Grant*. **X. Last** (PI, Institutions) & Y. Last (Co-PI, Institution). $X,XXX.
2. **Post-doctoral advising**
3. Last Name, First Name (Dates of Supervision). Current position (if known)
4. **Patents**

List both awarded patents and provisional patent applications.

1. **Consulting**

**XXX Consultant**. Self-Employed. Worcester, MA. YEAR-present

**YYY Consultant.** Organization Work For. City, State. 2016-Present

1. **Other Items**

Include items such as start-ups, software packages developed, policy adaptations, approaches, methods, and/or tools adopted and/or assessed by others, generation of major gifts to endow programs, etc.

1. **Honors, Awards, and Recognition Related to Scholarship/Creativity**

**Awards**

Awarded Title of Award (YEAR)

Nominated for the Title of Award (YEAR)

**Press Coverage of Scholarship**

1. Last, B. (Month XX, Year). Title of Article. *Title of Media Outlet.* Website (if available)

**SERVICE**

1. **WPI Administrative Leadership & Committee Assignments (Department or Campus-Wide)**

**WPI Administrative Leadership**

Title of Service Year-Year

Name of Committee Year-Year

**Campus-Wide Service**

Title of Service Year-Year

Title of Committee Year-Year

\*Co-Chair XXXX-XXXX

**Department Service**

Title of Service Year-Year

Title of Committee Year-Year

\*Co-Chair XXXX-XXXX

**21. Profession Service**

Title of Service Year-Year

Name of Organization Year-Year

**Role (Year-Year)**

**Professional Society Memberships and Offices**

Professional Society Name (Year-Year); indicate if you serve in any society office.

1. **Conference Organization, Editorial, & Referee Services**

**Conference Organization**

Fall YEAR Hosted Name of Organization Conference (Location)

Spring YEAR Organized XXX Session at Name of Conference (Location)

**Editorial Positions**

Year-Year Name of Journal Editorial Board*.*

**Journal Manuscript Reviewer**

Year-Year Journal1, Journal2, Journal3

**Grant Proposal Reviewer**

YEAR Funding Agency

**Conference Reviewer**

YEAR Name of Conference

1. **Non-Academic Contributions to Student Welfare**

Title of Service Year-Year

Title of Service Year-Year

1. **Significant Civic, Cultural, Religious, and Similar Contributions**

Title of Service Year-Year

Short description if needed.

1. **Honors, Awards, & Recognition for Service**

**OTHER**

1. **Other Jobs & Experiences**

If there are any other jobs or experiences that you believe are important to note, you can put those here.