

# Staff Resources

## C&I Department Contacts

- [Department Administration, Advisors, and Staff](#)
- [Faculty Directory](#)

## Course-Related / Academic

- [UT Registrar's Website](#)
- [Canvas](#)
- [Course Schedule Updates](#)
- [Course Inventory Management](#)
- [Student Records](#)
- [Waitlists](#)
- [Course Instructor Survey Requests](#)
- [Adviser's Toolkit](#)
- [Access Syllabi and CVs](#)
- [Syllabi and CV upload](#)
- [FaSet](#)
- [Office of Graduate Studies](#)
- [Final Exam requests](#)
- [Prerequisite Check](#)
- [University Catalogues](#)

## Financial

- [Authorization of Professional Services \(AIS - formerly APS\) \(for staff\)](#)
- [Payee Information Form \(PIF\) \(staff\)](#)
- [Payroll Services](#)
- [Handbook of Business Procedures](#)
- [Travel Management website](#)

## Human Resources

- [Human Resource Services](#)
- [Hire a Longhorn](#)
- [Timesheet](#)
- [Staff Ombudsman](#)
- [Holidays](#)
- [Benefits](#)
- [Training](#)
- [HR Portal](#)

## Other Staff Resources

- [Handbook of Operating Procedures](#)
- [UT Direct](#)
- [UT Box](#)
- [Records Retention](#)
- [Training](#)
- [E-mail Tech Staff](#)
- [Room Scheduling](#)
- [Departmental Seminar & Dissertation Room Reservations](#)
- [UT Staff Website](#)