

View Your Flex Hours Summary

To see a report of your current Flex hours to date, **after logging into Professional Development Reporter**, click the button to “**View Your Flex Hours Summary**.”

View Your Flex Hours Summary

Here you will see a list of your completed Flex activities and the hours credited for each activity.

NOTE: Any activities designated with “0*” hours of credit are in pending status. These values will be updated as activities are approved or completed.

FLEX Summary for Paige Chen

The following report is for the 2011-12 Academic Year.

Activity ID	Activity Title	Date	Hours Credited
PA1	SLO Curricunet Training	Jan 04 2012	15
PA2	Soemthing to Do	Jan 26 2012	4
PA3	Another Great Idea!	Jan 26 2012	0*
GA3	PRESENTER: Excel Level 1 Course	Mar 05 2012	6
GA31	Test 2-3-12	Feb 01 2012	2

Total Hours Required:	24
Total Hours Completed:	27
Total Hours Pending Approval:	5.5
Total Hours Not Approved:	0
Total Hours Still To Be Completed:	0

You have satisfied your FLEX obligation for this year.

A quick reminder: Attendance at Fall and Spring Flex days is mandatory for all full-time faculty.

**Any hours you have submitted but which have not yet been approved/completed are not included in this calculation. These hours will be applied when they are approved/completed.*

Click the “**Create PDF**” button at the bottom of the page to create a PDF version of the report which can be printed or saved.

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