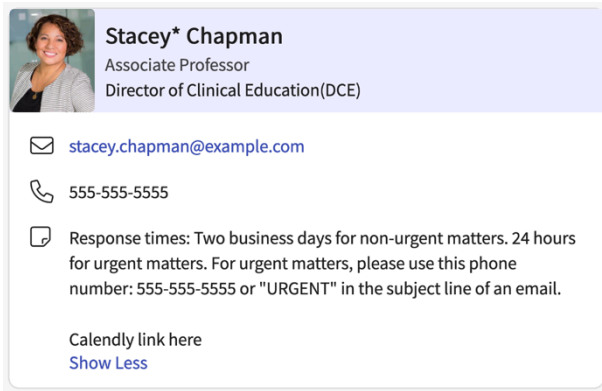


You can decide to share your contact information with your program, students, and sites. To set your preferences, select **Profile** from your dashboard or left menu, then click **Contact Sharing**. A drawer will open, allowing you to choose if your contact information should be shared with students, other faculty and staff, and sites. For each entity, you can also provide additional notes.



Stacey* Chapman
Associate Professor
Director of Clinical Education(DCE)

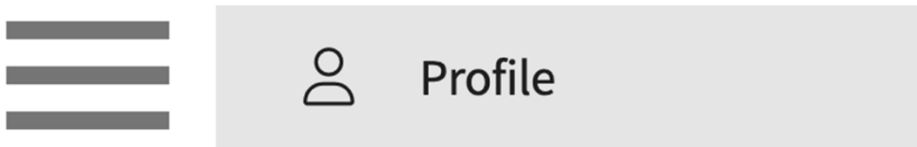
✉ stacey.chapman@example.com

☎ 555-555-5555

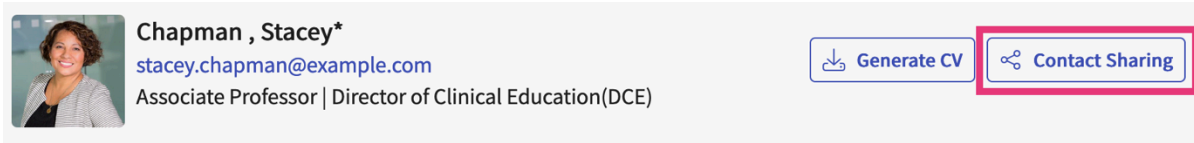
📄 Response times: Two business days for non-urgent matters. 24 hours for urgent matters. For urgent matters, please use this phone number: 555-555-5555 or "URGENT" in the subject line of an email.

📅 Calendly link here
[Show Less](#)

1. To set your preferences, select Profile from your dashboard or left menu.



2. Click Contact Sharing.



Chapman , Stacey*
stacey.chapman@example.com
Associate Professor | Director of Clinical Education(DCE)

📄 Generate CV

🔗 **Contact Sharing**

3. A drawer will open. Scroll through the drawer and decide if your contact information should be shared with students, other faculty and staff, and sites.

a. For each entity, you can provide additional notes.

Only your name, position, rank and email address will be shared

Share with students



Notes on students

Paragraph **B** *I* U | **¶** **¶** |

Response times: Two business days for non-urgent matters. 24 hours for urgent matters. For urgent matters, please use this phone number: 555-555-5555 or "URGENT" in the subject line of an email.

Calendly link here

Share with Faculty & Staff



Notes on Faculty & Staff

Paragraph **B** *I* U | **¶** **¶** |

Share on site resources



Notes on site resources

Paragraph **B** *I* U | **¶** **¶** |