Adjunct & Part-Time Instructors
Adjunct and Part-Time Instructor Process

- Create Requisition
- Request Approval Process
- Post and Unpost
- Link Candidates and Add Candidates to Folders
- Step/Status Candidates
- Schedule an Interview
- Interview Evaluation
Adjunct and Part-Time Instructor Process

- Create Offer and Request Approval
- Adjunct Exception Process
- Extend Adjunct Offer
- Hire Adjunct, Start Onboarding, and View History
- Sending a Modified Duties Letter
- Approve Adjunct Parking
Resources

- Taleo Manuals can be found [here](#).
- Contact [taleohelp@temple.edu](mailto:taleohelp@temple.edu) for assistance.