

Books and Book Awards

Only titles of your writings that have been separately published, such as books, with year of publication should be included. Show co-authors or co-editors with the book title as follows: "Handbook on Torts (with Jons)." Do NOT list law review articles. Also list here any national award received for your scholarly writing - e.g. "Order of the Coif Triennial Book Award." Please limit to a total of FOUR entries (i.e. two books and two awards or four books and zero awards).

1. To edit one of your Books and Book Awards listings (located at the bottom of the page) click the 'Edit' link to the left of the entry.

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Faculty | Books and Book Awards

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TO EDIT OR DELETE information which appeared on the summary page, scroll down to the bottom of this page and click the edit link next to the entry you want to change or delete.
-After clicking the 'edit' link, the fields below will populate with that information, allowing you to change it by selecting or typing new information, or delete it entirely by clicking the 'Delete' button. Click a 'Save' button after editing EACH entry.

TO ADD NEW information which did NOT appear on the summary page, enter the information in the blank fields below and click a 'Save' button.

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John Z. Test

type: **title:**
Select whether this is a book or a writing award. Type the name of the book or award. See above for examples. Do not include quotation marks. Do not type in all caps.

year: **Check this box if the writing was a supplement:**
Type the year the writing was published or the award was received. Ex: 2008

Save Save and add another No More Changes **Delete**

To edit or delete any of the information below, click the 'Edit' link to the left of that item. After clicking 'Edit' you can change the entry by selecting or typing new data in the fields above or delete it entirely by clicking the 'Delete' button.

Edit	Book Award	Book Seans Book Award	2008	No
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2. To delete an entry, click the 'Edit' link then click the 'Delete' button.

Books and Book Awards

3. After editing your entry, click the 'Save' button if you are done entering your Books and Book Awards information. You will be redirected to the summary page.

4. If you would like to add another Book or Book Award, click 'Save and add another'

The screenshot shows a web form titled 'Faculty | Books and Book Awards'. At the top, there is a navigation bar with links for 'ABOUT AALS', 'SERVICES', 'EVENTS', and 'RESOURCES'. Below the navigation bar, there are three buttons: 'Save', 'Save and add another', and 'No More Changes'. The main content area contains instructions for editing and adding new information. The 'type' field is set to 'Book Award' and the 'title' field is 'Book Seans Book Award'. The 'year' field is '2008'. There is a checkbox for 'Check this box if the writing was a supplement:'. At the bottom, there are four buttons: 'Save', 'Save and add another', 'No More Changes', and 'Delete'. A red circle highlights the 'Save', 'Save and add another', and 'No More Changes' buttons. Below the buttons, there is a table with one row: 'Book Award | Book Seans Book Award | 2008 | No'. The 'Edit' link is highlighted in blue.

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type: Book Award **title:** Book Seans Book Award
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Edit Book Award | Book Seans Book Award | 2008 | No

5. Click 'No More Changes' if you have no changes to make to this page. You will be redirected to the summary page.