Restructuring a Website: The All-Inclusive Alternative

The fellowship portion of our website answers all potential applicant questions, significantly decreasing the amount of workload on the fellowship coordinator, and providing important information that reaches a much wider applicant base.

Results
- Able to reach wider base of applicants
- Caliber of applicants markedly improved
- Eradicated problems of missing files/lost paperwork (everything tagged to electronic application)
- Significantly decreased extraneous workload (phone calls, paperwork)
- Made applicant selection a fair and complete process despite large applicant pool (170 applications for 3 positions)

Future Development
- The department of medicine has already shown our website to other fellowship programs to use as a model
- Non-medical academic departments can incorporate as an informative go-to tool
- Plan to incorporate ranking for applicants
- Plan for sound bites from lectures, fellows
- A subtitle on the line beneath the heading for each section with a date or time reference.

So Many Applicants, So Little Time (and Resources)
- Our opportunity: reach a wide diverse applicant base while limiting the amount of extraneous workload involved in the application process

Changes Made
- All information regarding the fellowship program was placed online
- All paper applications replaced with international electronic application process located through website portal

Project Goals
- Provide comprehensive information about fellowship program
- Provide easy, navigational web page
- Provide standard electronic record for application
- Allow equal opportunity for review of all applicants
- Eliminate extraneous workload and lost/misplaced files