

# UC OATS - Outside Activity Tracking System

## Faculty with No Outside Activities

1. Go to: <https://ucsc.ucoats.org>

2. Click on “**Log in to OATS**”



3. Sign in using your CruzID and Gold Password

4. Locate the 2018-19 reporting year by clicking the arrows



5. Click on “**Annual Certification**”



6. View and confirm that you have no activities to report

7. **Certify Activities**



8. Review the certification statement and then enter your initials in the box.

9. **Submit**

