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EMPLOYEE SERVICES

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[Home](#) > [Add \(or Add Additional\) POI Relationship](#)

Add (or Add Additional) POI Relationship

Use this guide to learn how to:

- Add an additional person (POI) relationship. A POI may have multiple affiliations with the university without having a job record.
- Complete a previous POI entry that resulted in the POI defaulting to "POI Unknown." This would have made the entry visible only in "Modify a Person" and would have given the person no SkillPort access.

View the [video guide for how to add \(or add additional\) POI relationships](#) [1].

Files:

 [Add-Additional-POI-Rel.pdf](#)[2]

Source URL: <http://www.cu.edu/employee-services/policies/add-or-add-additional-poi-relationship>

Links:

[1] <http://www.cu.edu/employee-services/add-additional-poi-relationship-captivate-video>

[2] http://www.cu.edu/sites/default/files/policies/docs/Add-Additional-POI-Rel_0.pdf