Accommodate Guide for Faculty

Accommodate, our new recordkeeping and communication platform, will enable faculty and staff with a more accessible and efficient tool to assist in providing students their ADA mandated accommodations. Faculty and staff will be required to sign off on accommodation letters as well as approve exam requests and submit exams through accommodate.

Please use your WCC login credentials to access <u>Accommodate</u> and to get acquainted with the system. See below for detailed instructions.

Accessing Exam Requests

1. Log in to <u>Accommodate</u>

What type of user are you? Student Faculty Accessibility Services Management System	Student	(:
			What type of user are you?	
Accessibility Services Management System Privacy Policy Terms of Use	Accessibility Services Management System Privacy Policy Terms of Use	S	Student	
		Accessibility Services Management System		Privacy Policy Terms of Use

2. On the left, select Courses

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 Caption Requests My Account 	News Feed There are currently no announcements or notifications to display.	
	Accessibility Services Management System	Privacy Policy Terms of Use

3. Select the course for which you would like to approve or deny a request

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Resources	Course Catalog Past Courses		
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	Apply Search Clear More Filters		
	1 Results	Showing 20	~
	Ethics of the Internet		
	ETH02		
	© Date: August 23, 2021 - December 24, 2021 © Time: 11:00 am - 12:15 pm		
	Accessibility Services Management System Privacy	Policy Terms	of Use

4. Select Room Bookings and then Pending

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	Batch Options 1 Results	Showing 20 ~
	Giovanni Gochenour Library December 23, 2021 - 12:55 pm	
	Accessibility Services Management System	Privacy Policy Terms of Use

5. From here, you may approve or deny requests individually.

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	Giovanni Gochenour	
	Library	
	December 23, 2021 - 12:55 pm	
	Accessibility Services Management System	Privacy Policy Terms of Use

1. First, select the student you would like to review

2. Second, review the testing date, time and other information provided. You can then approve or deny this request

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 ᢙ Home Accommodation Letters Courses Resources Caption Requests My Account 	* indicates a required field Alternative Testing Room Booking Student * Completing this field will cause the page to reload. All fields will retain their values. Giovanni Gochenour Testing Room * Library Testing Date * December 23, 2021 Testing Time 12:55 pm Length	12:53 pm By: Giovanni Gochenour Modified: December 20, 2021, 12:53 pm By: Giovanni Gochenour Course Information Title Ethics of the Internet Code Course Information Semester Fall 2021 (test) Course August 23, 2021 Start Date Course December 24, 2021 End Date Enrolled Yes Date Not Enrolled
	In Minutes 113 Course Completing this field will cause the page to reload. All fields will retain their values. Ethics of the Internet (ETH02) Do you approve of this date and time? * Yes no Submit Save Cancel	

6. Complete the request form and select **Submit**

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 Home Accommodation Letters Courses Resources Caption Requests My Account 	 Indicates a required field Alternative Testing Room Booking Student * Completing this field will cause the page to reload. All fields will retain their values. Giovanni Gochenour Testing Room * Library Testing Date * December 23, 2021 Testing Time 12:55 pm Length In Minutes 113 Course Completing this field will cause the page to reload. All fields will retain their values. Testing of the Internet (ETH02) Do you approve of this date and time? * New Course New Course New Course New Course Course New Course 	L253 pm Here in Gochenour L2:53 pm Here is Giovanni Gochenour L2:53 pm Here is Giovanni Gochenour Course Information Title Ethics of the Internet Course August 23, 2021 Start Date Course December 24, 2021 Ernolled Yes Date Not - Ernolled Here Start Start Here is Start Start Start Here is Start
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