## Accommodate Uploaded Exams Instructions for Faculty:

1. Login to Accommodate.

		<b>1</b> 2 <b>1</b> 2
<ul> <li>ᢙ Home</li> <li>☐ Accommodation Letters</li> <li>♂ Courses</li> <li>☐ Resources</li> </ul>	Getting Started ~ Account Created O Personal Profile	Your feedback is welcome.
My Account	News Feed There are currently no announcements or notifications to display.	
	Accessibility Services Management System	Privacy Policy   Terms of Use

2. Click "Courses" on the left-hand side of your screen.

☆ Home	Home / Course / Course Catalog	
<ul> <li>Accommodation</li> <li>Letters</li> </ul>	Course	
🖰 Courses		
E Resources	Course Catalog Past Courses	
My Account		
	Keywords	
	Semester	
	· · · · · · · · · · · · · · · · · · ·	
	Apply Search Clear More Filters	
	5 Results	IF SORT BY: Title $\vee$ Showing 20 $\vee$
	Advanced GIS Applications - FA22 - ENVS 381 001 (1226)	
	© Date: August 29, 2022 - December 17, 2022	
	© Time: 7:00 pm - 9:30 pm	

- 3. Select the Course which the student is enrolled in.
- 4. Select "Room Bookings" then "Approved"

☆ Home	Home / Course / Course Details / Room Bookings	
Accommodation Letters	United States Experience - FA22 - HONR	203B 02H (1226) (HONR-203B-02H)
🖒 Courses		
🕒 Resources	Course Details Enrolled Students Room Bookings Exam	
My Account	Pending Approved Keywords Apply Search More Filters	
	6 Results	I= SORT BY: Testing Date $\sim$ Showing 20 $\sim$
	Final Exams - 1.5x	
	December 12, 2022 - 1:00 pm Exam Details: Final Exam Original Exams: Final Exam Fall 2022 02.docx Completed Exams: HONR 2038.pdf	

5. Under the student's booking should be a small tab that says "Completed Exams"

6. Click on the tab and view the exam.