Agenda

● What is Accommodate?
● Accessing Accommodate
  ○ If you would like to follow along in Accommodate, link to sign on is available in Zoom link.
● Letters of Accommodation
  ○ Student and Faculty Responsibilities
● Viewing Students who have Accommodations in your Courses
What is Accommodate?

- A portal that manages the student registration process, accommodation letters and accommodation implementation.
- Launched Accommodate to ease and streamline accommodation management for student, faculty and staff.
Letters of Accommodation

1. If a student requests to use accommodations in your course, you will receive an email asking you to review their Letter of Accommodation. You can also view Letters of Accommodation by clicking “Accommodation Letters” on the home screen of Accommodate.
Letters of Accommodation

2. Click on “Letter of Accommodation” to see the student’s approved accommodations and to review the faculty and student responsibilities.
Letters of Accommodation

3. Sign your name at the bottom of the Letter of Accommodation and click, “Save.”
Student and Faculty Responsibilities

Student responsibilities:

● Schedule a virtual meeting with your professor during posted office hours or at a scheduled meeting time to discuss your letter of accommodation.
● Establish an accommodation plan with each professor regarding the specifics of how accommodations will be implemented. Make sure this agreement is clear to both of you.
● Clarify and/or confirm your accommodation(s) with the professor prior to each exam.

Faculty responsibilities:

● Schedule a virtual meeting with your student during posted office hours or at a scheduled meeting time to discuss their letter of accommodation.
● Establish an accommodation plan with each student regarding the specifics of how accommodations will be implemented. Make sure this agreement is clear to both of you.
● Clarify and/or confirm their accommodation(s) with the student prior to each exam.
Accessing and Logging into Accommodate

1. Open up the single sign-on in your web browser: https://coloradoboulder-accommodate.symplicity.com/
2. After you open the link, the screen below should appear; select “Faculty.”
Accessing and Logging into Accommodate

3. Log In using your CU credentials and select, “Go.” If you forgot your password, select “Forgot Password.”
Viewing Students who have Accommodations in your Courses

1. Once you are logged into Accommodate, select “Courses” on the left side of the screen.
Viewing Students who have Accommodations in your Courses

2. A list of classes you are currently teaching will appear. To view students who have accommodations by course name, click on the course title.
Viewing Students who have Accommodations in your Courses

3. Select, “Enrolled Students”
Viewing Students who have Accommodations in your Courses

4. If a student has requested to use their approved accommodations in your class, accommodations will appear under the student name.

   a. If a student has elected *not* to use their approved accommodations in your class **OR** they are not registered with Disability Services, “No Accommodations” will appear under the student name.
Questions?

Disability Services
Division of Student Affairs

• Center for Community, N200
• (303)-492-8671
• dsinfo@colorado.edu
• http://www.colorado.edu/disabilityservices/