How to Access Completed Exams

- 1. Log in to your faculty profile on <u>Accommodate</u>.
- 2. Click on the courses tab on the left-hand side of the screen.

Accommodate				
☆ Home Interfacion Letters	Getting Started			
💍 Courses	 ✓ <u>Account Created</u> ✓ <u>Personal Profile</u> 			
C Resources				

- 3. Select the course and section for the exam that was uploaded from your course list.
 - a. Example: If the exam was uploaded for a student in MATH 143-10, select that section below.

Course Catalog Past Courses	
Keywords	
Semester	
Apply Search Clear More Filters	
18 Results	1= SORT BY: Title \vee Showing 20 \vee
MATH 143-1	
PREP FOR CALCULUS	
O Date: August 22, 2022 - December 16, 2022	
⊙ Time: 11:00 am - 11:50 am	
MATH 143-10	
PREP FOR CALCULUS	
O Date: August 22, 2022 - December 16, 2022	
© Time: 1:10 pm - 2:00 pm	

4. Click on the scheduled student exams tab and select the approved exams section.

MATH 143-10 (PREP FOR CALCULUS)

Course De	tails	Enrolled Students	Scheduled Student Exams	Course Exams
Pending Approved		oved		

5. Find your student's appointment and click on the exam linked there.

Course Details Enrolled Students Scheduled Student Exams	Course Exams			
Pending Approved				
Keywords				
Apply Search More Filters				
Batch Options 1 Results	Showing $20 \sim$			
STUDENT NAME				
1200 F - Private				
August 30, 2022 - 12:30 pm				
Completed Exams: MATH 143 8.30.22.docx				

6. Exam will download to your computer.