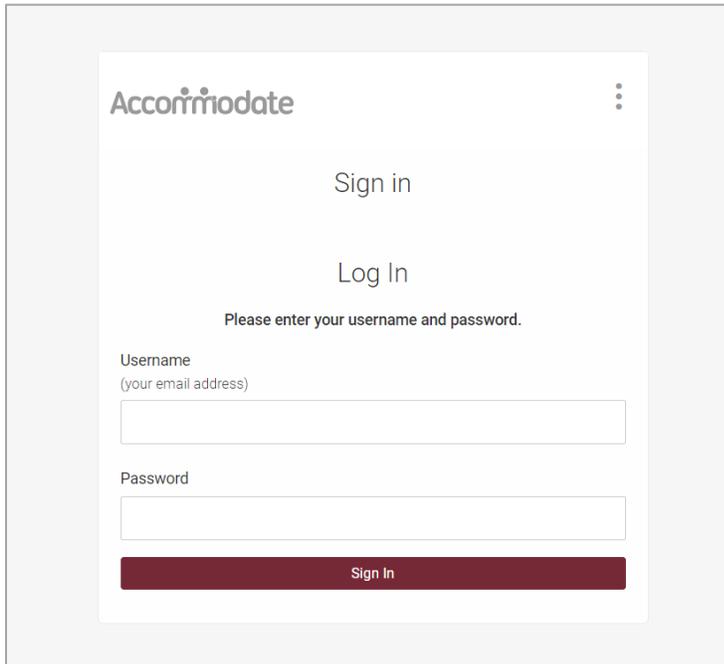


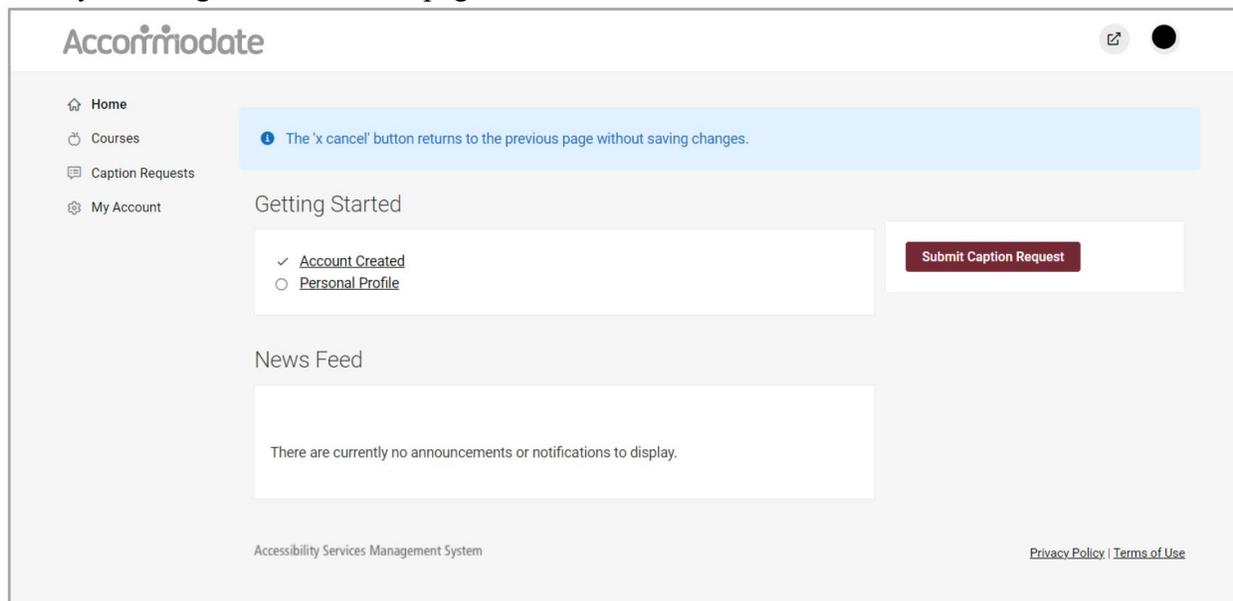
Faculty Guide to Accommodate

Faculty can access the Accommodate log in page via the Bellarmine Experience page or using this direct link <https://bellarmine-accommodate.symplicity.com/faculty/>.

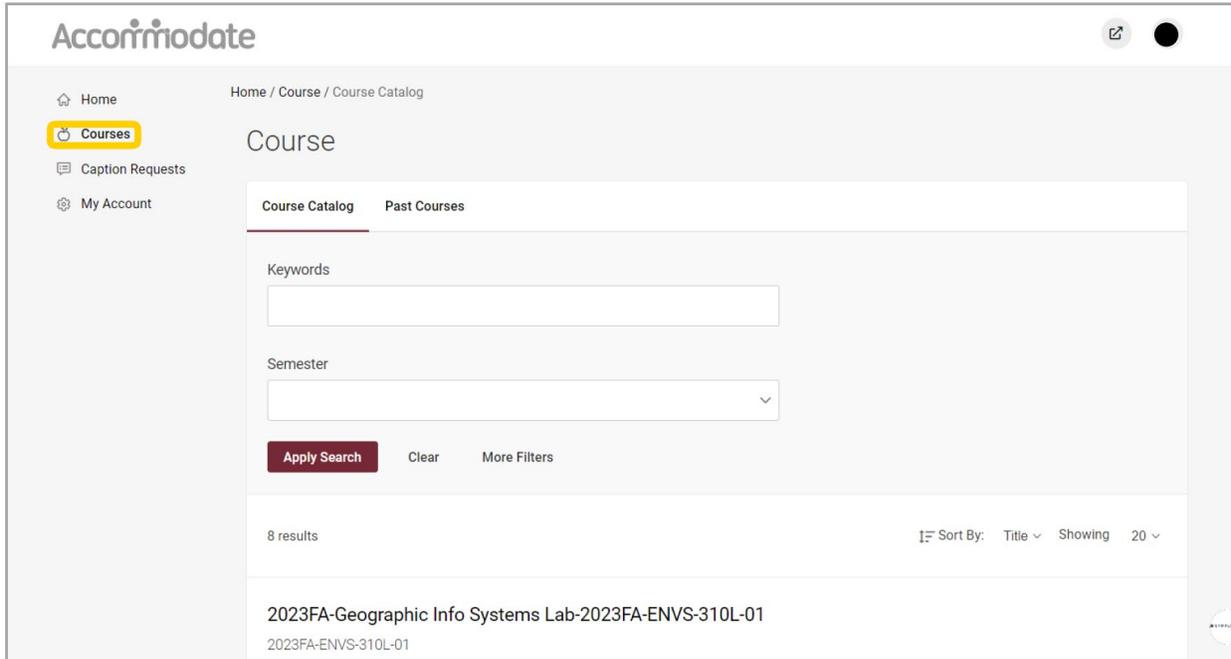
Below is a picture of the log in page. Sign in to Accommodate using your Bellarmine email address and password.



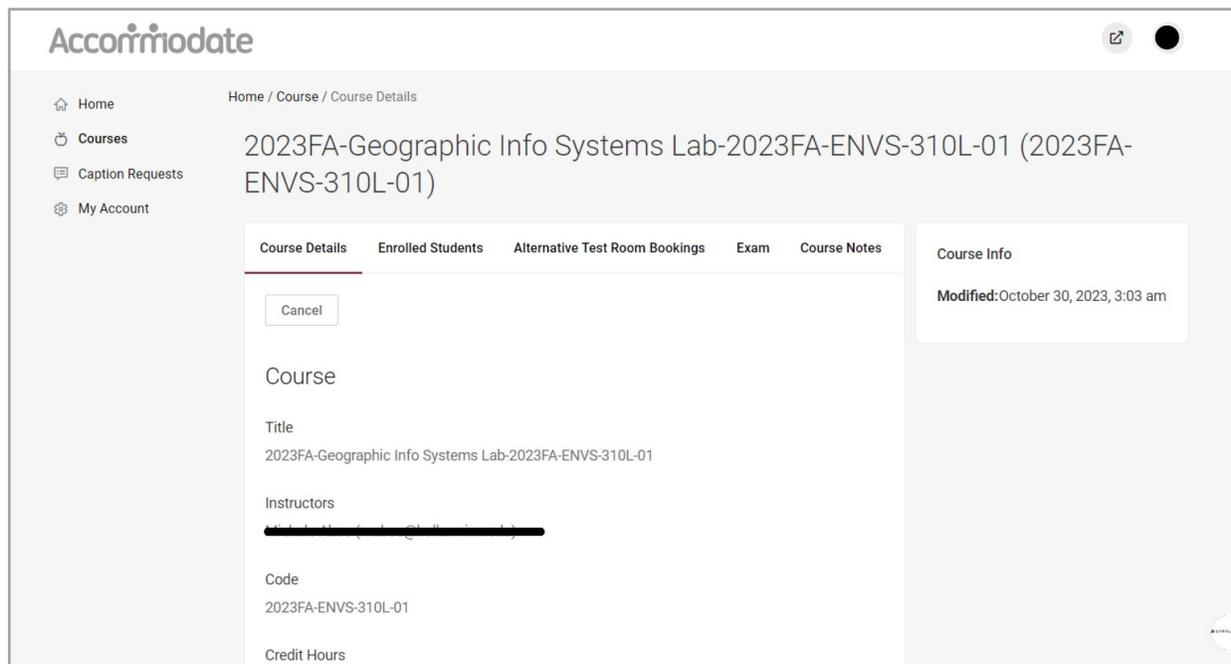
Once you've signed in, the homepage looks like this:



By selecting the Courses tab from the menu on the left-hand side, you can view your active and past courses. Click on any course to view the Course Details page.



The Course Details page looks like this:



On the Course Details page, click the Enrolled Students tab at the top of the page to view all student enrolled in the course. For students registered with the ARC, their approved accommodations will be listed under their name.

The screenshot shows the Accorimodate interface for a course. The breadcrumb trail is "Home / Course / Course Details". The course title is "2023FA-Geographic Info Systems Lab-2023FA-ENVS-310L-01 (2023FA-ENVS-310L-01)". The "Enrolled Students" tab is highlighted in yellow. A "Cancel" button is visible at the top left of the main content area. On the right, a "Course Info" box shows "Modified: October 30, 2023, 3:03 am". The main content area lists course details: Title (2023FA-Geographic Info Systems Lab-2023FA-ENVS-310L-01), Instructors (redacted), Code (2023FA-ENVS-310L-01), and Credit Hours.

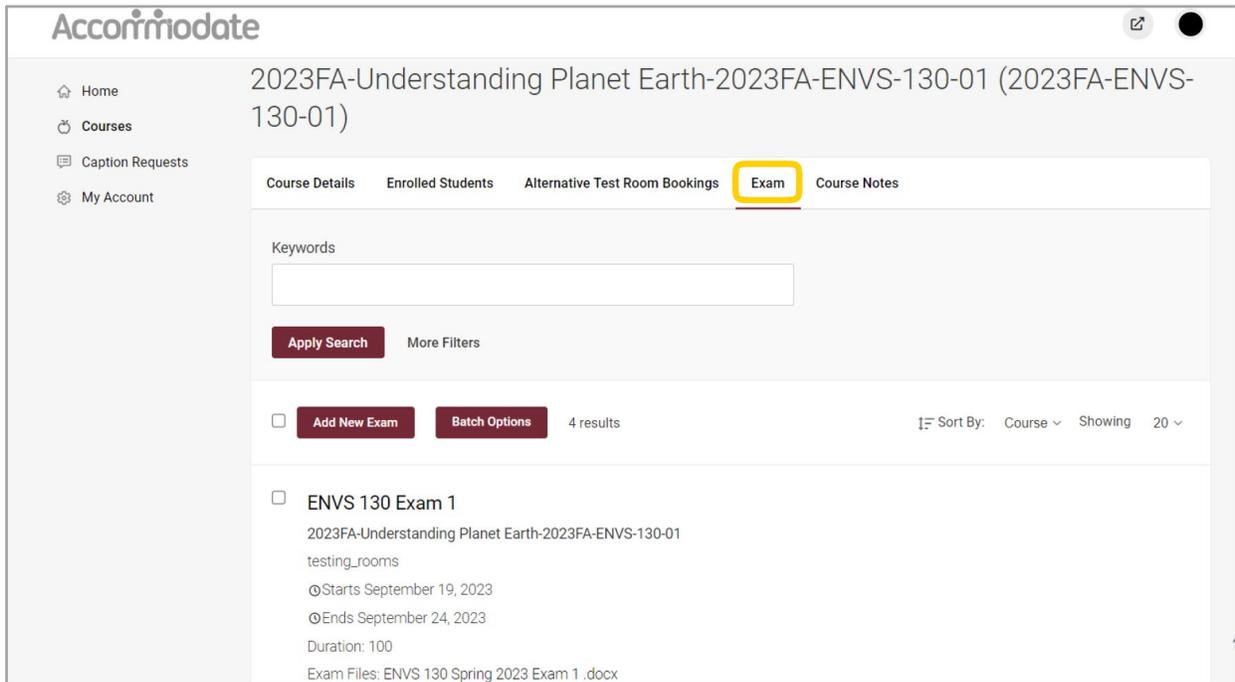
The screenshot shows the "Enrolled Students" list in the Accorimodate interface. At the top, there is a "Keywords" search bar, an "Apply Search" button, and a "More Filters" link. Below the search bar, a "Batch Options" button is shown next to "17 results". The list is sorted by "Last Name" and shows "Showing 20" items. The first student entry is highlighted with a yellow box around the "Accommodations" section, which lists: "Preferential Seating", "Note Taking Application", "Alternative Assignments", and "Flexibility with Attendance". The second and third student entries show "Accommodations: No Course Accommodations".

By clicking the Alternative Test Room Bookings tab, you can view Pending and Approved testing center requests.

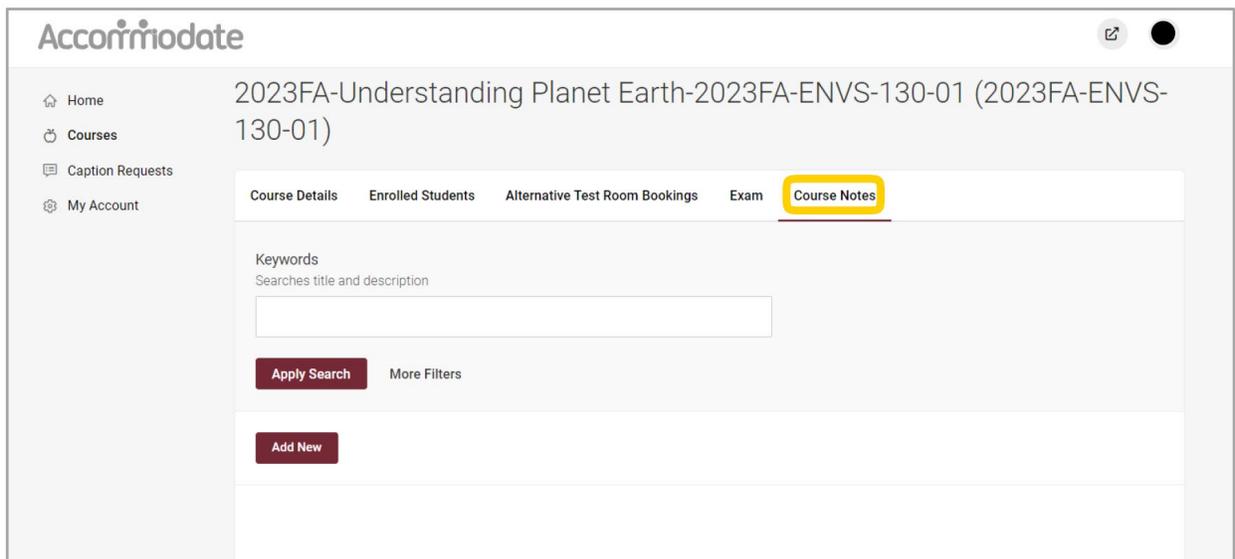
The screenshot shows the Accorimodate web application interface. The top left features the logo and a navigation menu with 'Home', 'Courses', 'Caption Requests', and 'My Account'. The breadcrumb trail reads 'Home / Course / Course Details / Alternative Test Room Bookings'. The main heading is '2023FA-Understanding Planet Earth-2023FA-ENVS-130-01 (2023FA-ENVS-130-01)'. Below this, a horizontal menu contains 'Course Details', 'Enrolled Students', 'Alternative Test Room Bookings' (highlighted with a yellow box), 'Exam', and 'Course Notes'. Underneath, a sub-menu shows 'Pending' (highlighted with a yellow box) and 'Approved'. A search section includes a 'Keywords' input field and an 'Apply Search' button.

This screenshot shows the same Accorimodate interface but with the 'Approved' tab selected in the sub-menu. The 'Batch Options' button is visible, showing '3 results'. A sorting option is set to 'Testing Date'. The first result in the list is partially obscured by a black redaction box. The visible text for the first result includes 'Testing Center', 'November 30, 2023 - 3:15 pm', 'Exam Details: Exam 3', and 'Original Exams:'.

By clicking the Exam tab, you can upload exams for students who use the testing center.



If there is a peer note taker assigned to your class, you can view their uploaded course notes under the Course Notes tab.



If you have any questions about Accommodate or its features, please don't hesitate to reach out to the Accessibility Resource Center at arc@bellarmine.edu.