EXAM UPLOAD TO ACCOMMODATE

Accommodate gives the provision for faculties to upload tests and exam for their courses prior to receiving test requests from students. The steps are as follows:

- 1. Open your web browser and enter the link <u>https://gvsu-accommodate.symplicity.com/</u>
- 2. Select faculty in the options displayed.



3. Log in using your banner credentials: username and password.

Connecting to Sign in with your account to access EIS	
GRAND VALLEY State University	
GVSU Central Authentication Service	
Username olajidef@mail.gvsu.edu	
Keep me signed in	
Next	
Having trouble signing in? Knowledge Base Articles	

Connecting to Sign in with your account to access EIS	
Control Valley State University (**** Verify with your password @ olajidef@mail.gvsu.edu Password	
Verify Forgot password?	

4. On the home page, in the navigation pane to the left, click on "Course and Test Request"

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 G Home I Accommodation Letters Ourses and Test Requests 	Getting Started <u>Account Created</u> <u>Personal Profile</u> 	Submit Caption Request
Resources Caption Requests My Account	News Feed	
	There are currently no announcements or notifications to display.	
	Accessibility Services Management System	Privacy.Policy Terms of Use

5. The list of all courses being taught is visible on the course catalog page as shown in the image below

GRANDVALLEYSFATEUNIV	ERSITY.	🛛 то
 Home Accommodation Letters 	Home / Course / Course Catalog	
Courses and Test Requests	Course Catalog Past Courses	
Resources Caption Requests My Account	Keywords Semester Apply Search Clear More Filters	
	1 results	Showing 20 V
	Test - Digital Forensics TST 501 © Date: January 08, 2024 - June 29, 2024 © Time: 1:00 am - 2:15 am	

6. Click on the course title to view details of the course. Click the "exam subtab" and click "Add new exam"

GRAND VALLEY STATE UNIVERS	π.	то
 in Home in Accommodation Letters in Courses and Test Requests in Resources in Caption Requests in My Account 	tome / Course / Course Details / Exam Test - Digital Forensics (TST 501) Course Details Enrolled Students Test Request Exam Keywords Apply Search More Filters	
	Add New Exam Batch Options 2 results Sample Document Test - Digital Forensics testing_rooms ©Starts January 24, 2024 ©Ends January 31, 2024 Duration: 75 Exam Files: Sample Document docx	I. Sort By: Course ∨ Showing 20 ∨

7. Fill in the form with the test/exam information and click submit.

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 ᢙ Home Accommodation Letters Courses and Test Requests I□ Resources Caption Requests My Account 	Exam Course * Test - Digital Forensics (TST 501) Title * Sample Document 2 Description This is for testing purpose only Final Exam Indicating that an exam is a final will override the class day/time filter, if in use, and use the default final exam length from system settings. Ves No How long you will be giving the class to complete the test? T5 Attachments		

Thank you

For any inquires, send an email to olajidef@mail.gvsu.edu