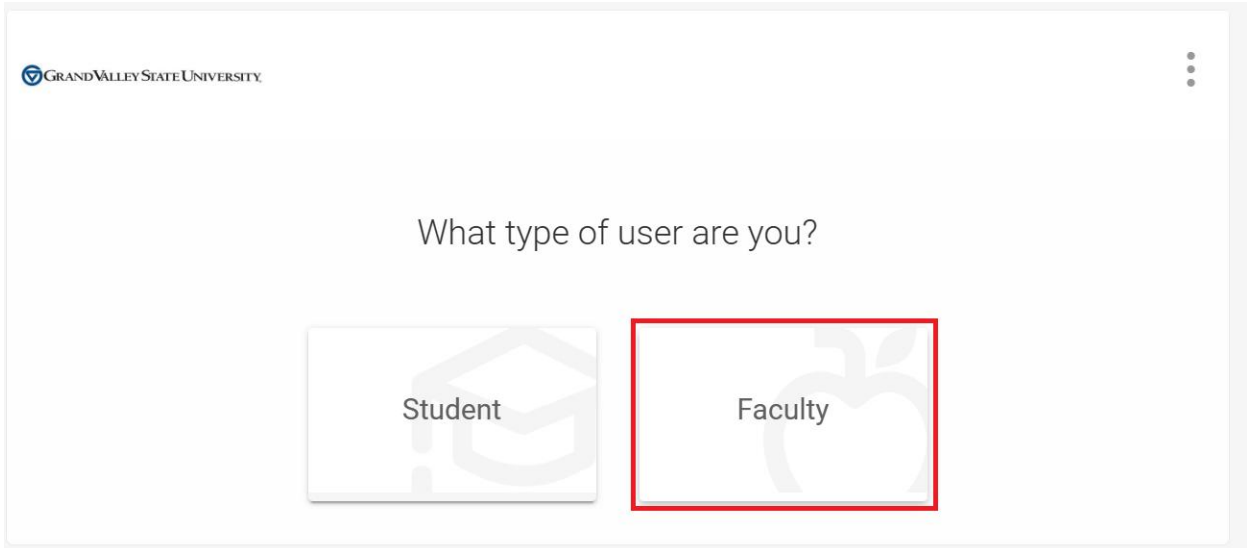


EXAM UPLOAD TO ACCOMMODATE

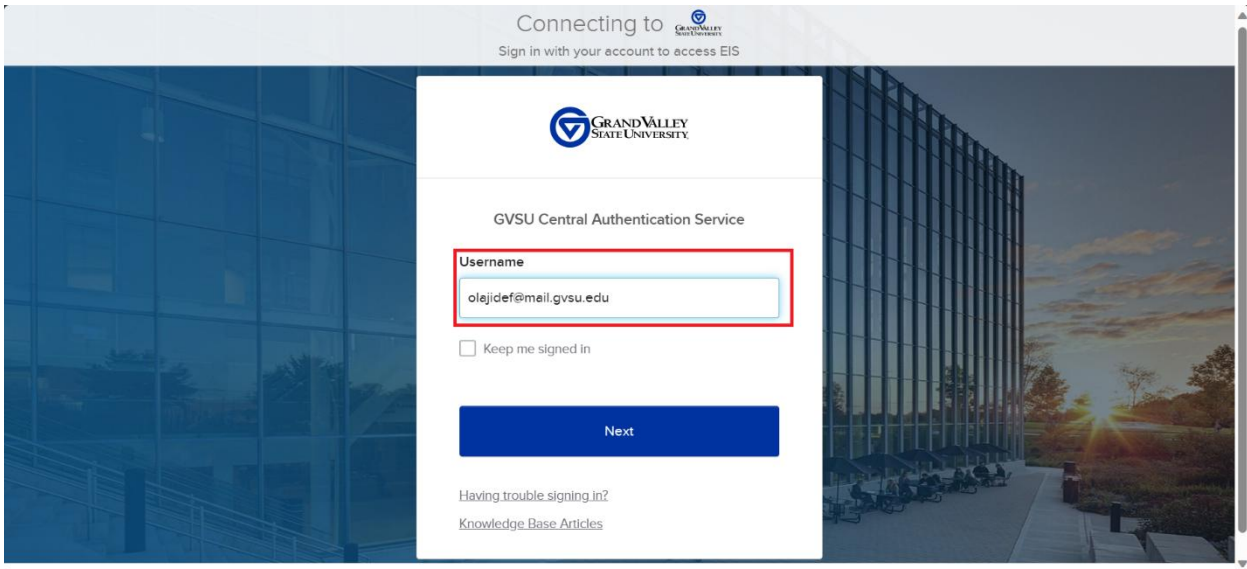
Accommodate gives the provision for faculties to upload tests and exam for their courses prior to receiving test requests from students. The steps are as follows:

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

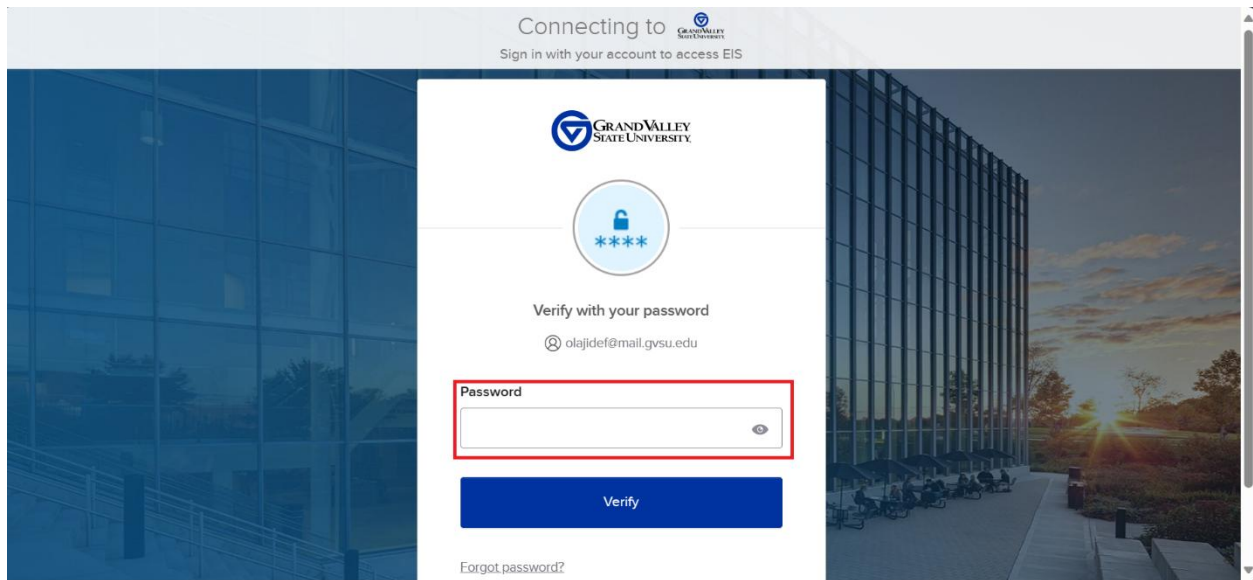


The screenshot shows the login page for the GVSU Accommodate system. At the top left is the Grand Valley State University logo. In the center, the text "What type of user are you?" is displayed. Below this text are two buttons: "Student" with a graduation cap icon and "Faculty" with an apple icon. The "Faculty" button is highlighted with a red rectangular border.

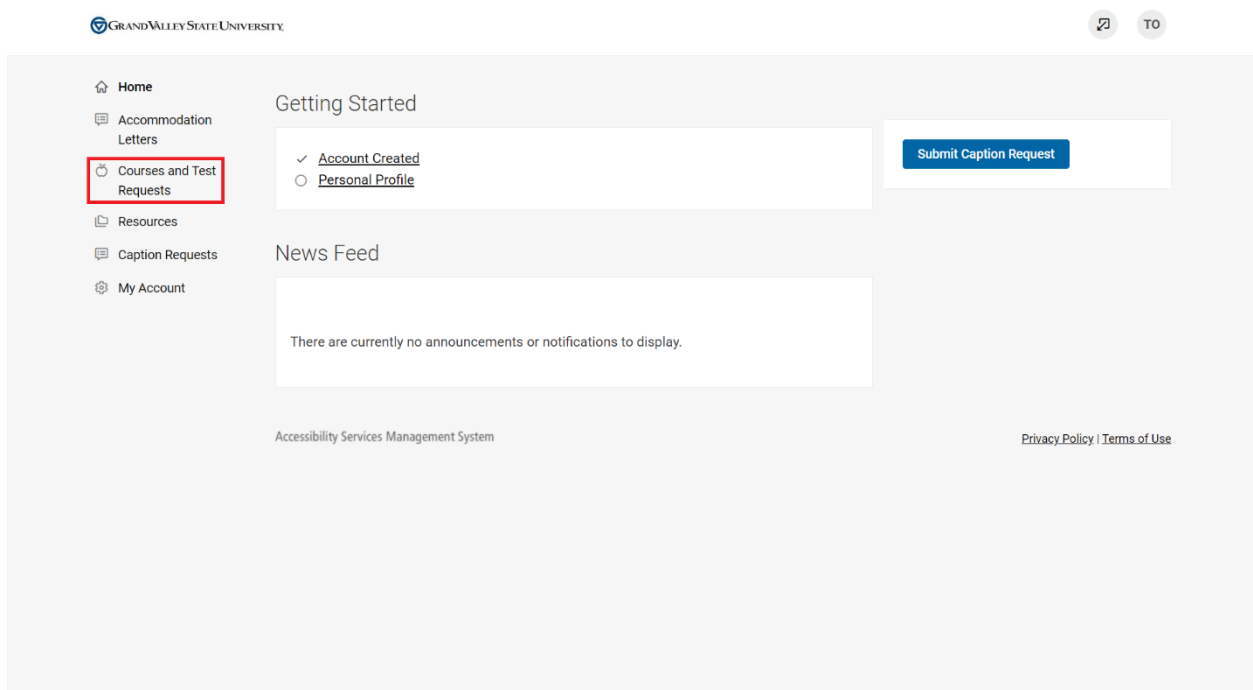
3. Log in using your banner credentials: username and password.



The screenshot shows the GVSU Central Authentication Service login page. At the top, it says "Connecting to" followed by the GVSU logo and "Sign in with your account to access EIS". Below this is the GVSU logo and the text "GVSU Central Authentication Service". There is a "Username" label above a text input field containing the email address "olejidef@mail.gvsu.edu". The input field is highlighted with a red rectangular border. Below the input field is a checkbox labeled "Keep me signed in". A blue "Next" button is positioned below the checkbox. At the bottom, there are links for "Having trouble signing in?" and "Knowledge Base Articles". The background of the page features a large image of a modern building with a glass facade.



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



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

GRAND VALLEY STATE UNIVERSITY

Home / Course / Course Catalog

Course

Course Catalog Past Courses

Keywords

Semester

Apply Search Clear More Filters

1 results Showing 20

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 UNIVERSITY

Home / 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

Sort By: Course Showing 20

Sample Document

Test - Digital Forensics

testing_rooms

Starts January 24, 2024

Ends January 31, 2024

Duration: 75

Exam Files: Sample Document.docx

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

[new record]

Course Details Test Request **Exam**

Submit

Save

Cancel

Delete

* indicates a required field

Exam

Course *

Human Origin (ANT 206)

Title *

midterm

Description

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.

☐ Yes ☒ No

Attachments



Drop files here to upload
Each file should be less than 1GB

Upload File

Exam Upload to Accommodate - Faculty.docx

2.03 MB



Start Date *

The start and end date should reflect when you want your exam to be available to your SAR student(s).

2025-09-02



End Date *

2025-09-22



Apply to all records

If select yes, exam will be added to all existing approved or pending requests for the same course with a test date in between the exam start and end date.

Yes

Thank you

For any inquiries, send an email to accesstest@gvsu.edu