


How Instructors Download Completed Exams

1. Login to the [instructor online portal](#)

← → ↻ augusta.accessiblelearning.com/UA/Default.aspx ☆ 📄 🗑️

★ Bookmarks Welcome to Online... CAS - Central Auth... Argos Web Viewer... Capital One Credit... Discover Credit Car... The Home Depot

HELP

 Office of Disability Services





WELCOME

HOME

- > Online Services Home
- > Instructor Portal
- > Start/Resume Application

SIGN OUT >

HOME >> WELCOME

<p>STUDENT AND STAFF</p>  <p>SIGN IN ></p>	<p>APPLICATION CENTER</p>  <p>START/RESUME APPLICATION ></p>	<p>INSTRUCTOR PORTAL</p>  <p>ACCESS INSTRUCTOR PORTAL ></p>	<p>SIGN UP AS NOTETAKER</p>  <p>APPLY NOW ></p>
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2. Select Continue To View Student Accommodations

HOME » INSTRUCTOR PORTAL

Username: lrhughey



ACCESS POLICY

Please read the following prior to completing the form:

By clicking on the following button, I acknowledge that I have received and understand the school's FERPA policy as it pertains to student records.

FERPA (Confidentiality Statement)

Along with the right to access the records of students comes with the responsibility to maintain the rights of students particularly as outlined in the Family Educational Rights and Privacy Act (FERPA). Student Records are open to members of the faculty and staff who have a legitimate need to know their contents; however, you do have a responsibility to maintain confidentiality.

Important Note:

- Please **REFRAIN** from using **SHARED (PUBLIC) COMPUTER**.
- Remember to Sign Out and Close the Browser Completely After You Are Finished Accessing This Information

[CONTINUE TO VIEW STUDENT ACCOMMODATIONS >](#)


3. Select Alternative Testing (left side of screen)



OVERVIEW

- HOME
- > Overview
- > Add Instructor
- > Upload Syllabus
- > Alternative Formats
- > **Alternative Testing**
- > Communication Access
- > Flex Plan
- > Notetaking Services
- > Video Captioning

SIGN OUT >

 >> OVERVIEW

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Term: 2024 - Summer

STUDENTS WHO REQUESTED ACCOMMODATIONS

REFINE SEARCH >



EXPORT DATA: STUDENTS



TABLE LEGEND

4. Select Completed Files (top)



UPCOMING EXAMS

- HOME
- > Overview
- > Add Instructor
- > Upload Syllabus
- > Alternative Formats
- > Alternative Testing
- > Communication Access
- > Flex Plan
- > Notetaking Services
- > Video Captioning

SIGN OUT >

» ALTERNATIVE TESTING » UPCOMING EXAMS

UPCOMING EXAMS

COMPLETED FILES

ALTERNATIVE TESTING AGREEMENT

LIST STUDENTS

ALL EXAMS

IMPORTANT MESSAGE

Test and passwords must be provided to ODS Testing a minimum of 24 hours prior to the scheduled test date. Review your Testing Agreement for accuracy prior to all scheduled tests.

ALTERNATIVE TESTING AGREEMENT

0

Courses without Alternative Testing Agreement
Total Courses with Alternative Testing Agreement: 1

EXAMS WITHOUT FILES UPLOADED

3

Number of Exams without Files Uploaded

5. Find the correct student and select Download



COMPLETED FILES

- HOME
- > Overview
- > Add Instructor
- > Upload Syllabus
- > Alternative Formats
- > Alternative Testing
- > Communication Access
- > Flex Plan
- > Notetaking Services
- > Video Captioning

SIGN OUT >

» ALTERNATIVE TESTING » COMPLETED FILES

UPCOMING EXAMS **COMPLETED FILES** ALTERNATIVE TESTING AGREEMENT LIST STUDENTS ALL EXAMS

IMPORTANT MESSAGE

Test and passwords must be provided to ODS Testing a minimum of 24 hours prior to the scheduled test date. Review your Testing Agreement for accuracy prior to all scheduled tests.

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Records Found: 1 (Showing: 1 - 1) Show Per Page: 100 Page: 1

Download	Proctor	CRN	Subject	Course	Section	Full Name	Type	Exam Date	Time Range	Late	Requested On
Download	Not Assigned	X0102	ODS	101	002	Daisy Duck	Test/Exam	07/11/2024	A 01:00 PM - 01:33 PM (33)		07/11/2024