

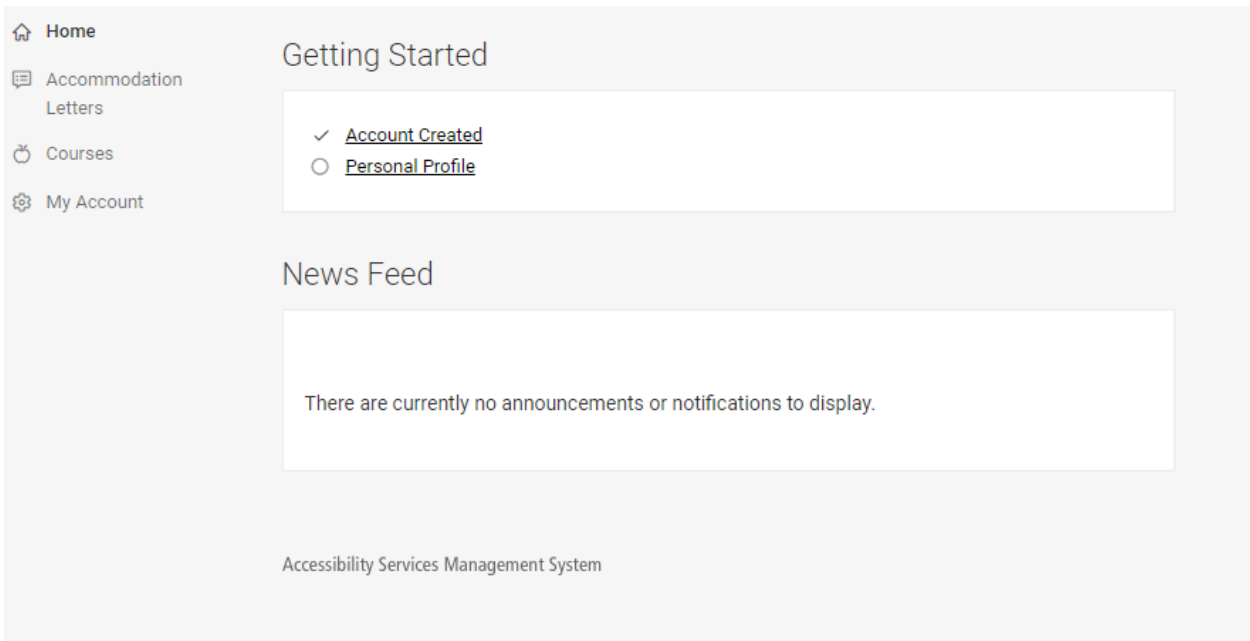
## Accommodate Faculty Login:

<https://aum-accommodate.symplicity.com/sso/faculty>

You will login at a page similar to the myAUM portal.



After logging in successfully, you will be taken to the following page:



The screenshot shows a user interface for the Accessibility Services Management System. On the left is a vertical navigation menu with four items: 'Home' (house icon), 'Accommodation Letters' (document icon), 'Courses' (circular arrow icon), and 'My Account' (gear icon). The main content area is titled 'Getting Started' and contains a white box with two radio button options: a checked option for 'Account Created' and an unchecked option for 'Personal Profile'. Below this is a 'News Feed' section with a white box containing the text 'There are currently no announcements or notifications to display.' At the bottom of the page, the text 'Accessibility Services Management System' is displayed.

Home

Accommodation Letters

Courses

My Account

### Getting Started

[Account Created](#)

[Personal Profile](#)

### News Feed

There are currently no announcements or notifications to display.

Accessibility Services Management System

# Approving Accommodation Letters

To approve accommodation letters requested by your students, click on the “Accommodation Letters” link to the left.

The screenshot shows a web interface for managing accommodation letters. On the left is a navigation menu with links for Home, Accommodation Letters, Courses, Resources, Caption Requests, and My Account. The main content area is titled "Accommodation Letters" and includes a breadcrumb trail: Home / Accommodation Letters / Accessibility Letter List. Below the title is a search section with a "Keywords" input field (placeholder: "Searches title and description"), an "Apply Search" button, and a "More Filters" link. The results section shows "4 Results" and a "SORT BY: Sent/Su" dropdown. The first two results are "Accommodation Memorandum" with a "REQUESTED" status. The first result includes the ID "A00095-2021/Marty McFly", the course "Time Travel 101 ()", and the date "Sent on July 11, 2022, 4:27 pm". The second result is identical but lacks the course name. The third result is partially visible, showing "Accommodation Memorandum" with a "SIGNED" status.

Here you will find a list of accommodation requests from your students, and you will be able to digitally sign the agreements. You can also make notes of any changes you would like to have considered.

CDS encourages students to meet with you in person as well (or perhaps via video chat, in the case of online classes and distance-learning situations) to discuss their accommodations in greater detail.