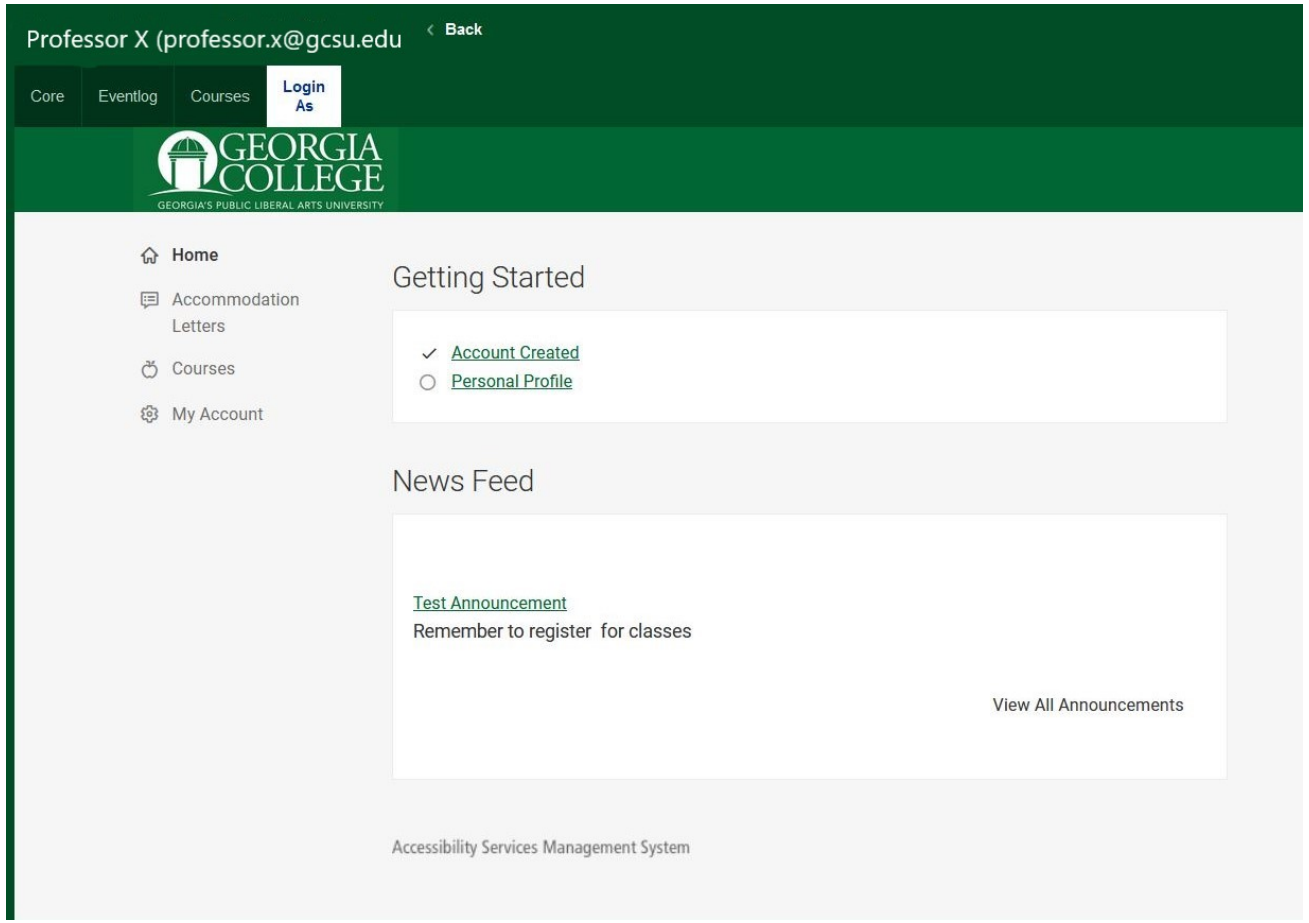
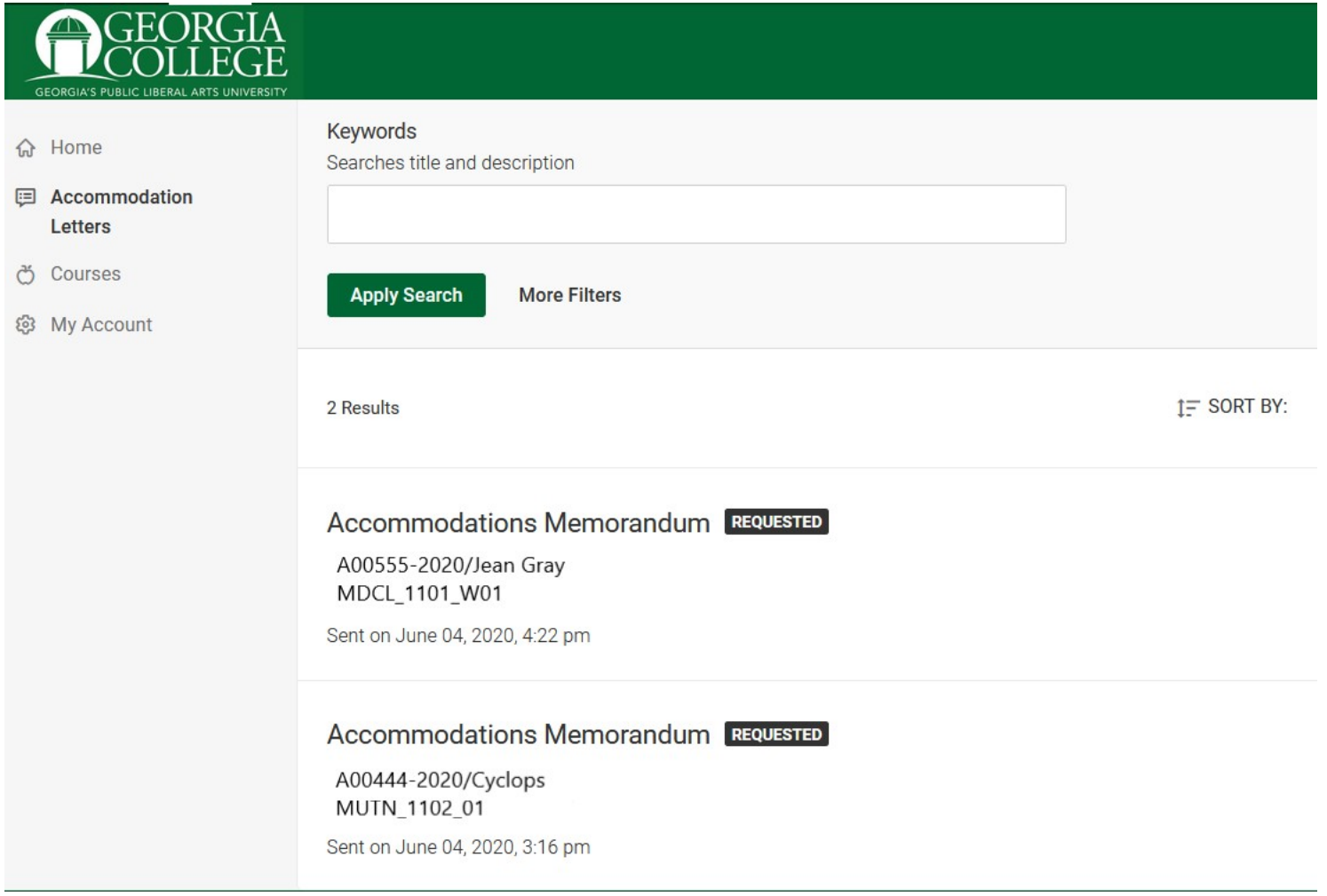
Tutorial for Faculty

- Login to Unify and scroll down to Unified Resources. Click on Accommodate - Faculty
- From the Dashboard you will be able to navigate to a list of accommodation letters you have received and your courses.
- Nothing needs to be done in Personal Profile or My Account.

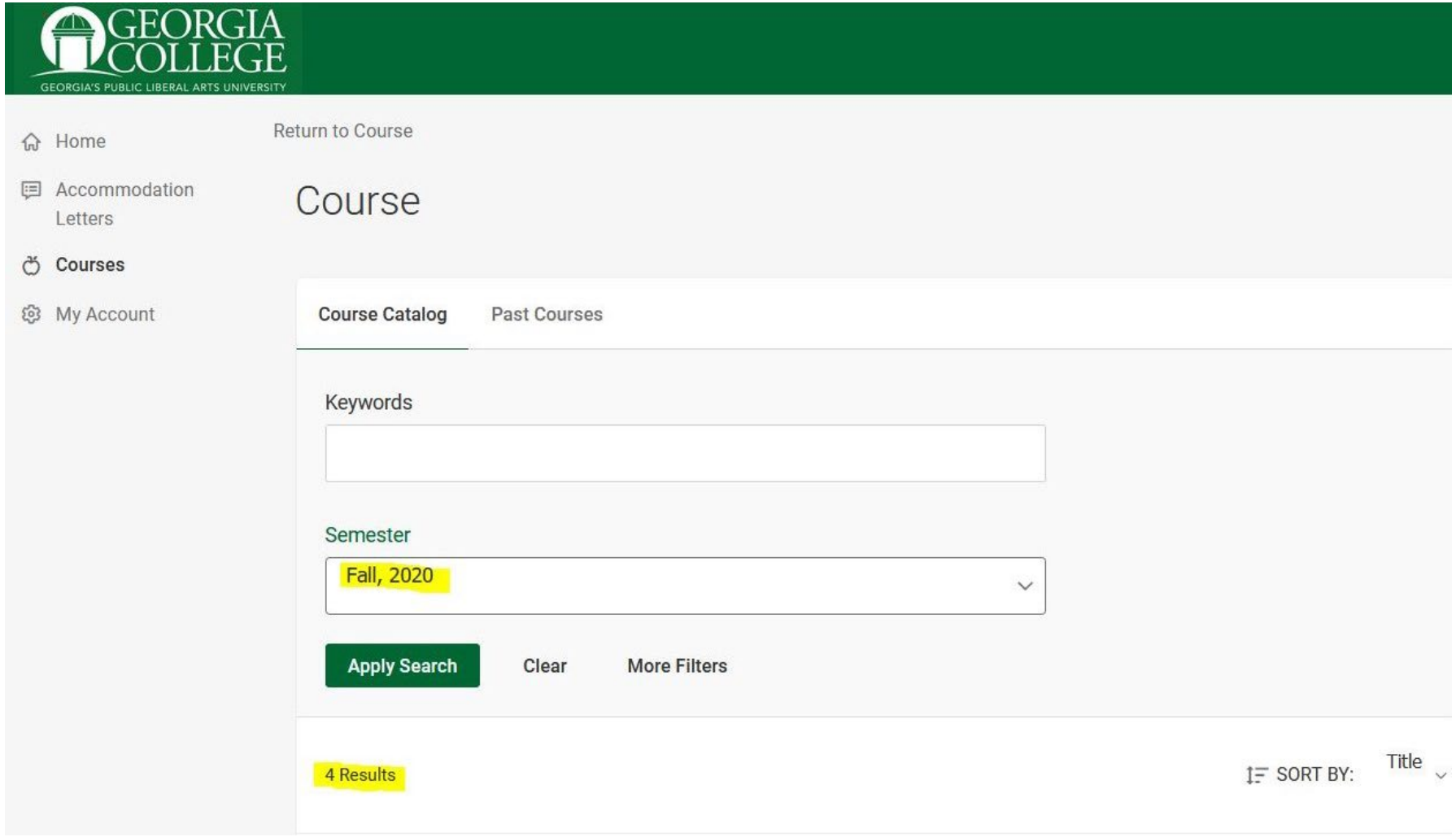


Clicking on Accommodation Letters will bring you to this screen. From here you will see all accommodation letters that have been sent to you for students in your classes.

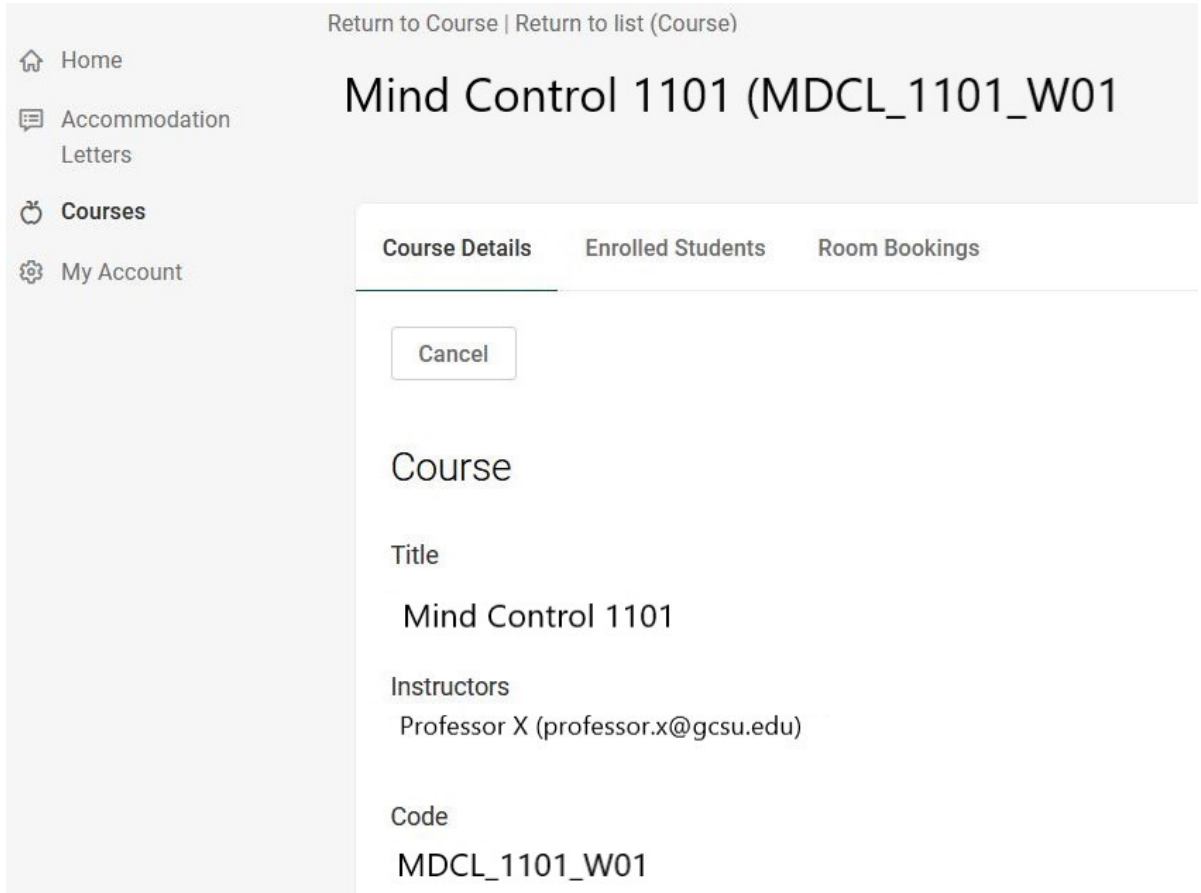
*Please keep in mind that students now have to login to Accommodate and request letters for their classes. If a student tells you they should have a letter please have them check Accommodate or refer them to the Student Disability Resource Center.

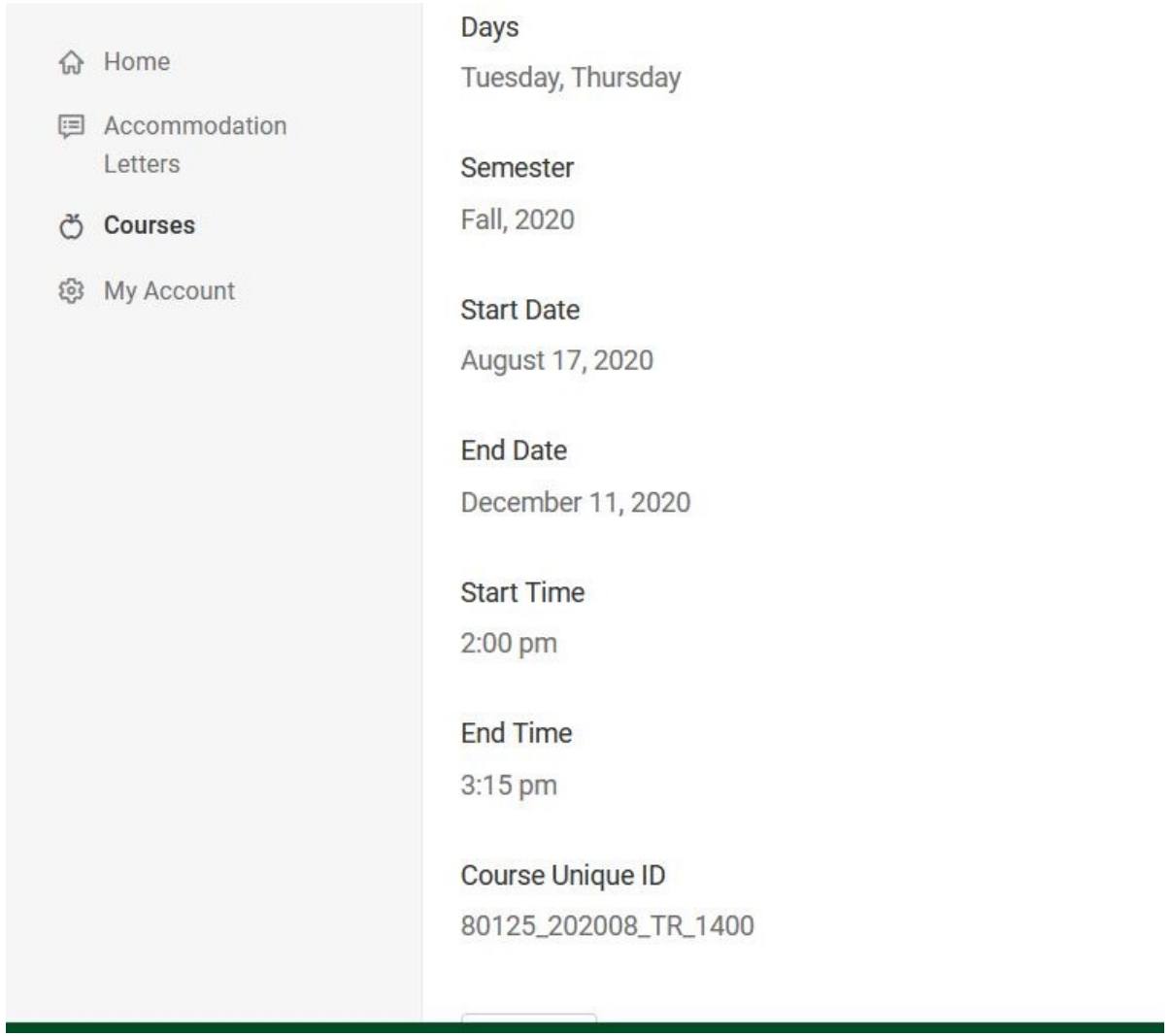


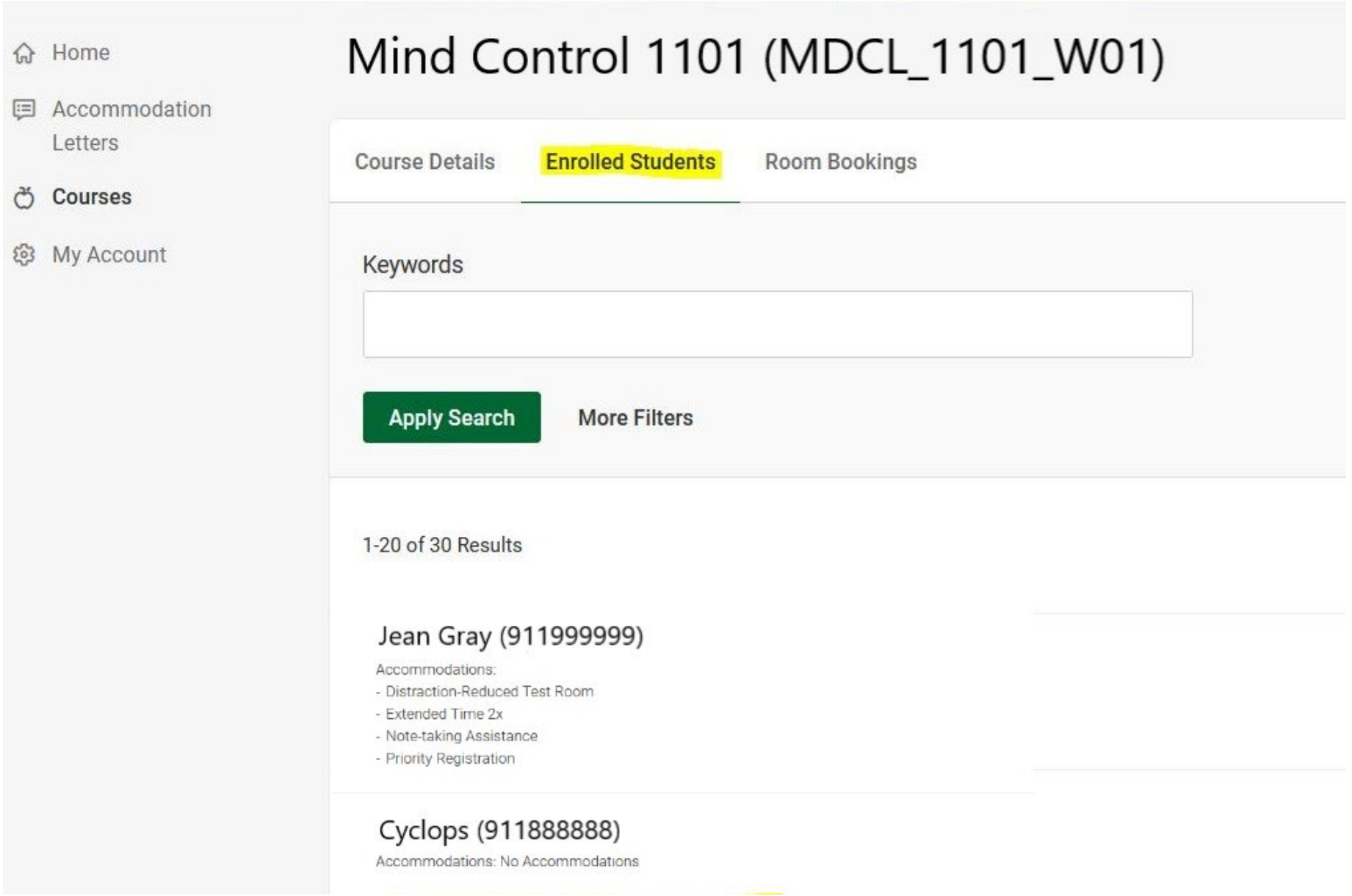
Clicking on Courses will bring you to the Course Catalog. Choose the correct semester and Apply Search.



Scrolling down, you will see a list of courses you are teaching for the chosen semester. You can click on each course title to get detailed information about the course and to see who is enrolled in each course.


Home
Accommodation Letters
Courses
My Account
Return to Course | Return to list (Course)
Mind Control 1101 (MDCL_1101_W01
Course Details
Enrolled Students
Room Bookings
Cancel
Course
Title
Mind Control 1101
Instructors
Professor X (professor.x@gcsu.edu)
Code
MDCL_1101_W01


Home
Accommodation Letters
Courses
My Account
Days
Tuesday, Thursday
Semester
Fall, 2020
Start Date
August 17, 2020
End Date
December 11, 2020
Start Time
2:00 pm
End Time
3:15 pm
Course Unique ID
80125_202008_TR_1400

Clicking on Enrolled Students will bring up a list of students enrolled in your class. You will be able to see if a student has requested accommodations for your class and the specific accommodations. This can be used in addition to the accommodation letter you will receive in an e-mail and the one you can view on the Accommodation Letters screen.

*Again, please keep in mind that students now have to login to Accommodate and request letters for their classes. If a student tells you they should have a letter please have them check Accommodate or refer them to the Student Disability Resource Center.