

Distance Education

Accommodations in Examiity

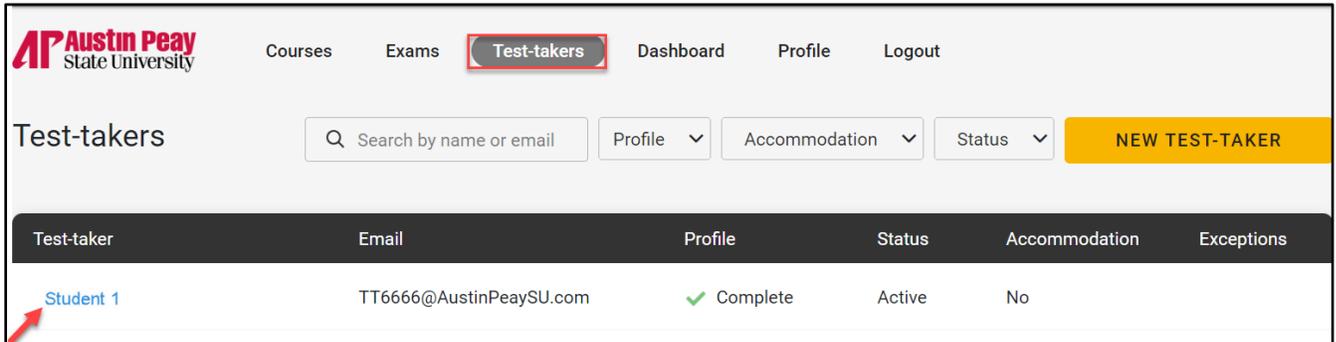
If test-takers require accommodations, you can ensure that proctors are preemptively aware by entering the information as a course accommodation in Examiity. Any accommodations added will apply to all exams within this course. Course accommodation examples include permitting a student additional time, breaks, a human translator, a screen reader, etc.

Accommodations impacting the exam window (i.e. the start and/or end dates and times) must be added to Examiity as a **Scheduling Exception**, not a course accommodation.

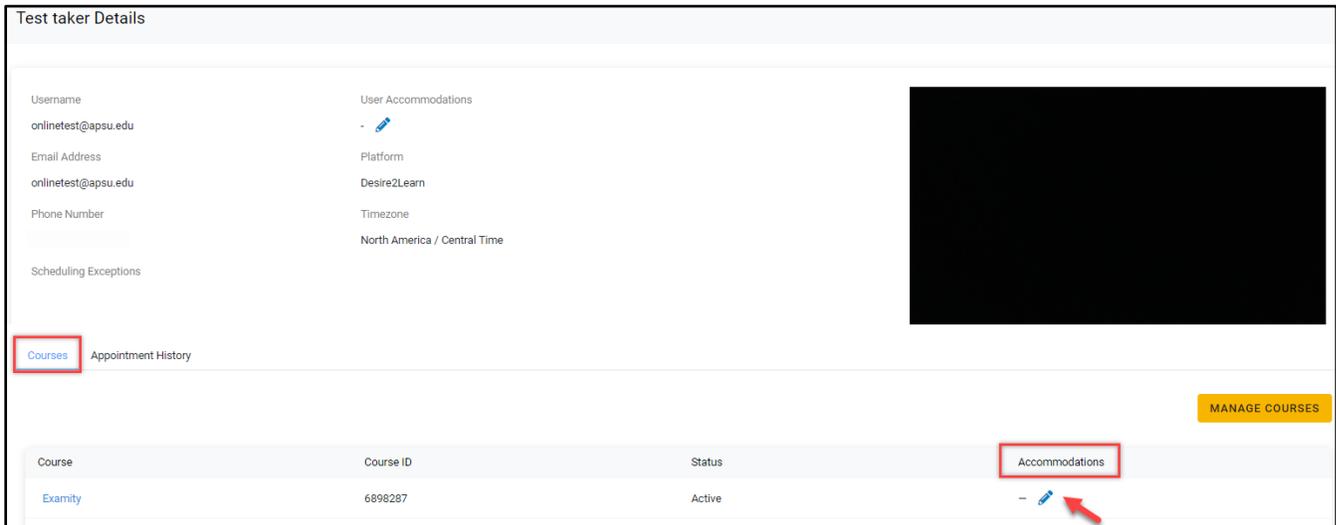
Important: any accommodations and scheduling exceptions impacting the exam dates, times, and time limit must also be added to the quiz in D2L Brightspace under Availability Dates & Conditions then Manage Special Access.

Adding Course Accommodations

1. Select the Examiity link within the applicable D2L Brightspace course.
2. Click “Test Takers” at the top of the Examiity dashboard, and select the student for whom you wish to add accommodations.

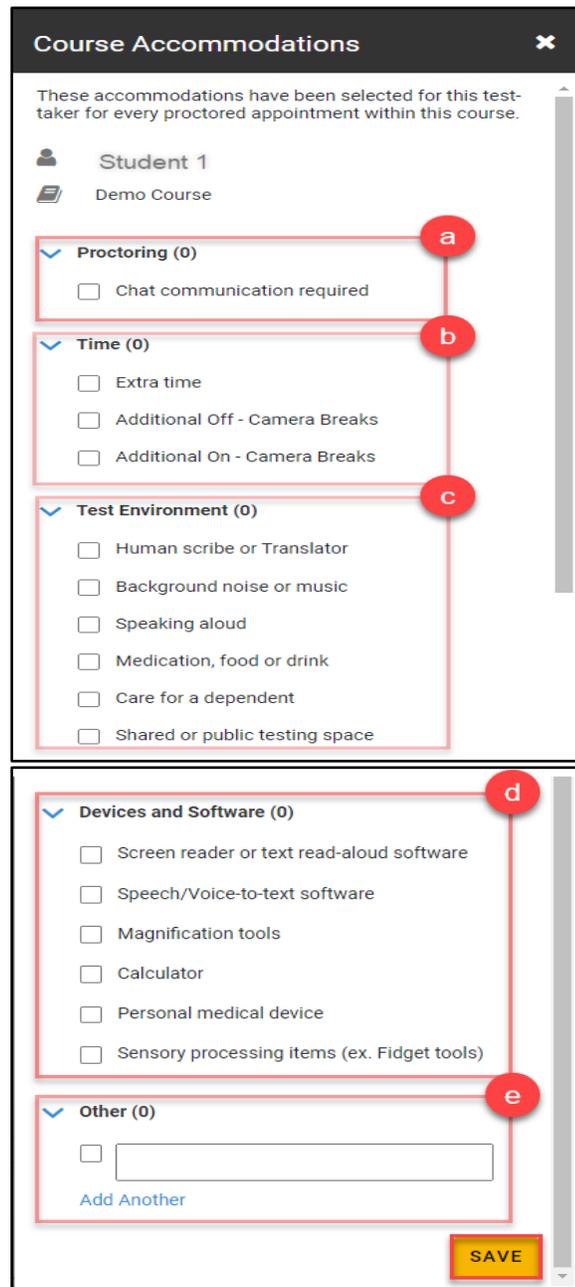


3. On the Test Taker page, click the “Courses” tab, then under “Accommodations”, click the blue pencil icon.



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4. The Course Accommodations window will pop up. Please review the student's name and the name of the course at the top of the window to ensure that you have selected the correct item. Click the down-facing arrows to expand the accommodation options which are organized into four categories:
- Proctoring
 - Time
 - Test Environment
 - Devices and Software
 - Other - this is where you can enter any accommodation not present in the previous categories.
- You can add a description to each item once you have selected it. Click the "Save" button after selecting or entering your accommodations.



Course Accommodations ✕

These accommodations have been selected for this test-taker for every proctored appointment within this course.

 Student 1
 Demo Course

Proctoring (0) **a**

- Chat communication required

Time (0) **b**

- Extra time
- Additional Off - Camera Breaks
- Additional On - Camera Breaks

Test Environment (0) **c**

- Human scribe or Translator
- Background noise or music
- Speaking aloud
- Medication, food or drink
- Care for a dependent
- Shared or public testing space

Devices and Software (0) **d**

- Screen reader or text read-aloud software
- Speech/Voice-to-text software
- Magnification tools
- Calculator
- Personal medical device
- Sensory processing items (ex. Fidget tools)

Other (0) **e**

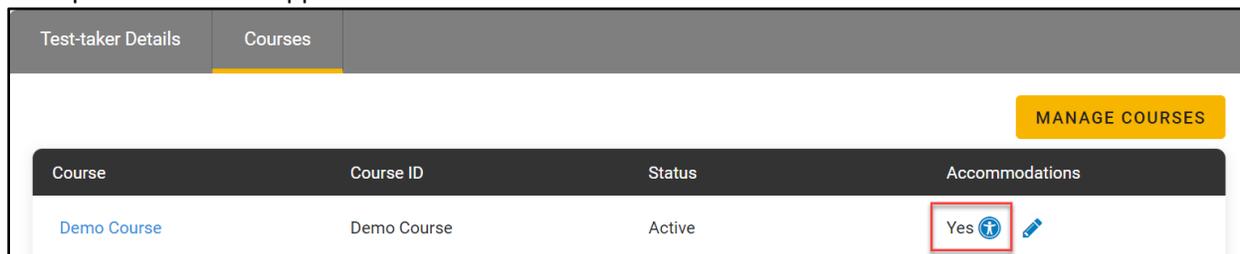
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[Add Another](#)

SAVE

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5. You can confirm that the accommodations were successfully added when you return to the Test-taker page. A 'blue person' icon will appear under "Accommodations" on the Courses tab.



Course	Course ID	Status	Accommodations
Demo Course	Demo Course	Active	Yes 

Deleting/Editing Course Accommodations

1. Follow [steps 1-3 above to access the course accommodation](#). Once you have clicked on the blue pencil icon, you can either:
 - a. Edit a course accommodation by changing the previously selected options using the checkboxes beside each accommodation.
 - b. Delete an accommodation by unchecking previously selected options.
2. Click the "Save" button once you have made changes to or have removed the existing accommodations. If you deleted all of a test-taker's accommodations, the blue 'person' icon under "Accommodations" will no longer appear.