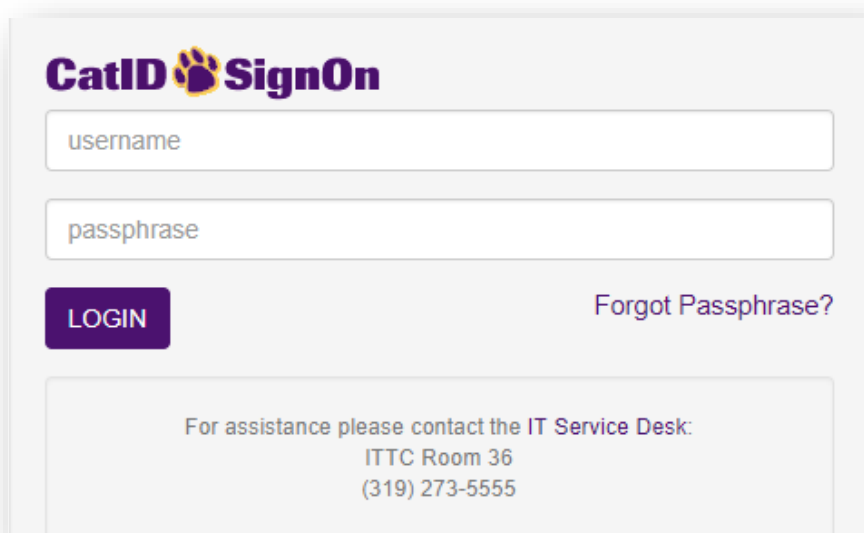# Faculty Interface Guide—Accessing Accommodate

The following is a guide from Student Accessibility Services (SAS) at the University of Northern Iowa (UNI) on how to access the faculty interface of Accommodate. You can access the link for Accommodate via the SAS website or from "Student Accommodations" in MyUNIverse under the My Faculty Center section.

Login

UNI Accommodate is synced with your UNI CatID. Your username and passphrase is the same as the one utilized for UNI email and MyUNIverse.

If you are already logged in to UNI email or MyUNIverse, you will not be prompted to re-enter your CatID. You will automatically be directed to the UNI Accommodate Home page.

Toolbar

Once you are logged into Accommodate, the toolbar will appear at the top of the screen. Each tab in the toolbar contains important accommodation information.

Home

The **HOME** tab is the first page you will see when you log in to Accommodate. It has two sections—News Feed and Personal Profile.

News Feed

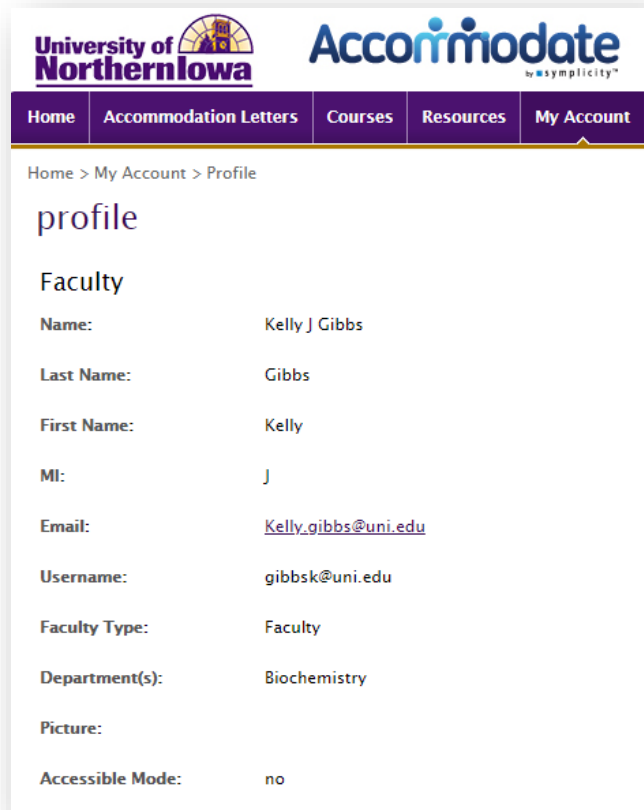The News Feed section highlights announcements directly from SAS staff. They will contain important reminders and information regarding accommodations and future training opportunities. It is another way which SAS can communicate with and provide direct support to you.

Personal Profile

Select "Personal Profile" in the Getting Started section to access your personal profile. The Personal Profile section has your basic information, which is updated weekly from the UNI Directory. You are not able to make changes to these fields. Select the Home tab to return to the main screen.