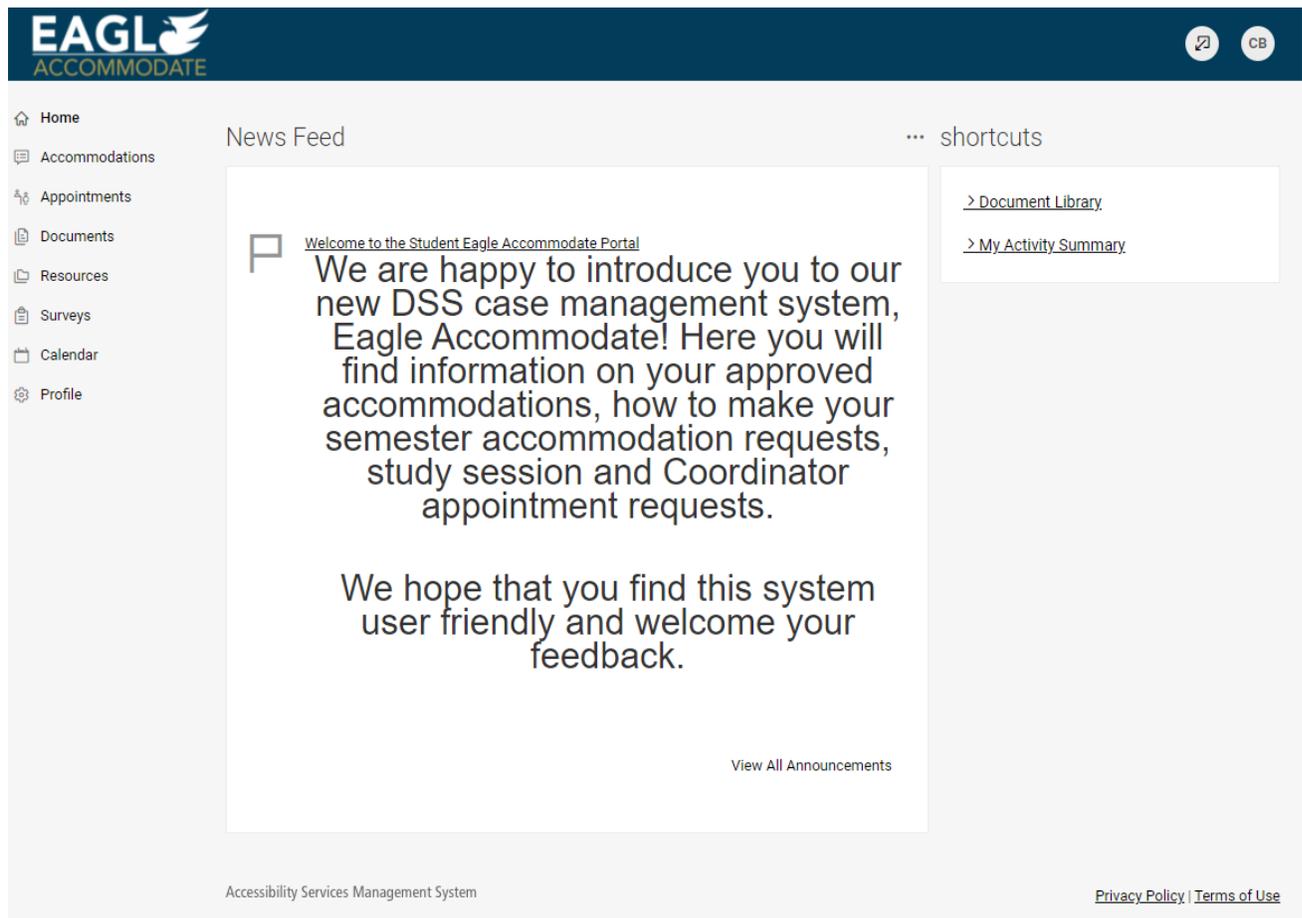


Welcome to Eagle Accommodate!

Please find below your initial guide to learning about the new Disability Support Services case management system.

You will first follow this [link](#) to access the single sign on portal. Please use your Wake Tech login credentials. You should then be guided to the Student Home Screen.

- 1. Home Screen** – Your home screen will show the latest announcements from DSS in the News Feed section. The menu bar on the left-hand side of the screen will allow you to navigate to accommodations, appointments, documents, resources and more.



The screenshot displays the Eagle Accommodate Home Screen. At the top, there is a dark blue header with the 'EAGLE ACCOMMODATE' logo on the left and two circular icons on the right. Below the header is a navigation menu on the left side with icons and labels for Home, Accommodations, Appointments, Documents, Resources, Surveys, Calendar, and Profile. The main content area is divided into two sections: 'News Feed' and 'shortcuts'. The 'News Feed' section features a large announcement card with a blue header 'Welcome to the Student Eagle Accommodate Portal' and a large 'P' icon. The text of the announcement reads: 'We are happy to introduce you to our new DSS case management system, Eagle Accommodate! Here you will find information on your approved accommodations, how to make your semester accommodation requests, study session and Coordinator appointment requests. We hope that you find this system user friendly and welcome your feedback.' Below the announcement is a 'View All Announcements' link. The 'shortcuts' section contains two links: '> Document Library' and '> My Activity Summary'. At the bottom of the page, there is a footer with the text 'Accessibility Services Management System' on the left and 'Privacy Policy | Terms of Use' on the right.

2. **Accessible Mode** - If you are using a screen reader, you may find it helpful to turn on the “Accessible Mode” feature in the system by following these steps:

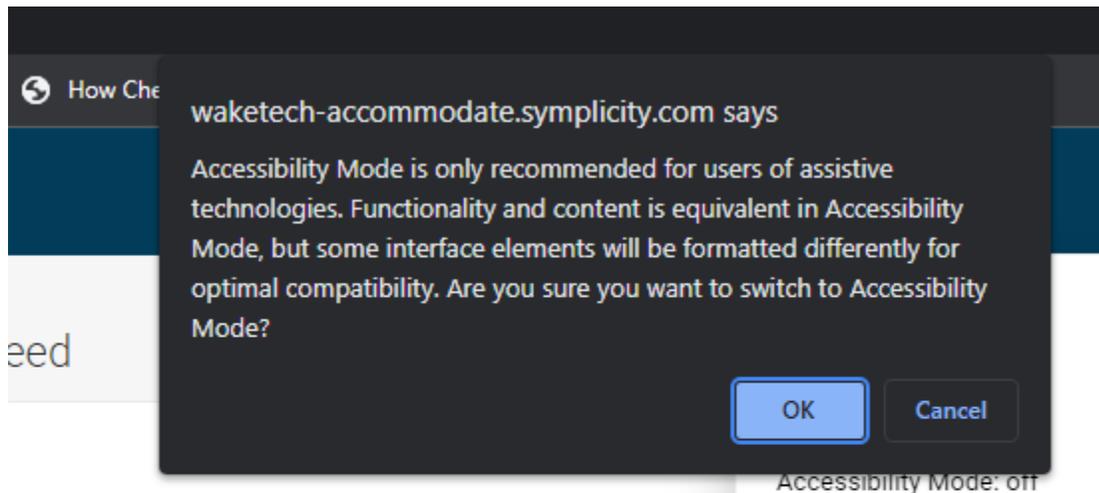
- A.) If you are using JAWS, hit the tab button 5 times, press enter once, hit the down arrow 5 times and press enter twice. Accessibility Mode is now turned on.
- B.) If you are not using JAWS, navigate to the button with your initials on the top right-hand side of the screen.
- C.) This is your “My Account” section.
- D.) Navigate to the option that reads, “Accessibility Mode: off” and press enter.

The screenshot displays the Eagle Accommodate portal. At the top left is the logo "EAGLE ACCOMMODATE". On the right side of the header, there are two circular icons: one with a magnifying glass and another with the initials "CB". A left-hand navigation menu includes: Home, Accommodations, Appointments, Documents, Resources, Surveys, Calendar, and Profile. The main content area is titled "News Feed" and contains a large announcement. The announcement text reads: "Welcome to the Student Eagle Accommodate Portal. We are happy to introduce you to our new DSS case management system, Eagle Accommodate! Here you will find information on your approved accommodations, how to make your semester accommodation requests, study session and Coordinator appointment requests. We hope that you find this system user friendly and welcome your feedback." Below the text is a "View All Announcements" link. On the right side, a dropdown menu is open, showing options: Tools, Account, Help, Update My Account, and Accessibility Mode: off. At the bottom of the page, it says "Accessibility Services Management System" on the left and "Privacy Policy | Terms of Use" on the right.

E.) When you press enter, a screen will pop up that states, “Accessibility Mode is only recommended for users of assistive technologies. Functionality and content is equivalent in Accessibility Mode, but some interface elements will be formatted

differently for optimal compatibility. Are you sure you want to switch to Accessibility Mode?”

F.) Select “OK” to turn on the Accessibility Mode.



Welcome to the Student Eagle Accommodate Portal

We are happy to introduce you to our new DSS case management system, Eagle Accommodate! Here you will find information on your approved accommodations, how to make your semester accommodation requests

3. **Accommodations** – The Accommodations tab is listed as the second option on the left-hand side of your screen. When you select this option, you will see 6 different tabs appear. The first three show your accommodations, how to request a new accommodation and how to make your semester accommodation request.

The screenshot shows the Student Eagle Accommodate Portal. At the top is a dark blue header with the logo "EAGLE ACCOMMODATE" in white and gold. Below the header is a light gray navigation sidebar on the left. The "Accommodations" option is highlighted with a black border. The main content area is titled "News Feed" and contains a welcome message from the Student Eagle Accommodate Portal. The message states: "We are happy to introduce new DSS case management Eagle Accommodate! Here you can find information on your accommodations, how to request a semester accommodation, study session and Co-op appointment request. We hope that you find the user friendly and welcome your feedback."

EAGLE ACCOMMODATE

Home

Accommodations

Approved Accommodations

Request Additional Accommodations

Semester Accommodation Requests

Accommodation Letters

Equipment

Documents

Appointments

Documents

Resources

Surveys

Calendar

Profile

News Feed

Welcome to the Student Eagle Accommodate Portal

We are happy to introduce new DSS case management Eagle Accommodate! Here you can find information on your accommodations, how to request a semester accommodation, study session and Co-op appointment request.

We hope that you find the user friendly and welcome your feedback.

4. **Approved Accommodations** – In this section, you will see a list of all your approved accommodations.

The screenshot displays the EAGL ACCOMMODATE web application interface. The top navigation bar includes the EAGL ACCOMMODATE logo on the left and user profile icons on the right. A left-hand sidebar menu lists various navigation options: Home, Accommodations (with sub-items: Approved Accommodations, Request Additional Accommodations, Semester Accommodation Requests, Accommodation Letters, Equipment, Documents), Appointments, Documents, Resources, Surveys, Calendar, and Profile. The main content area is titled 'Accommodation' and features a sub-navigation bar with tabs: 'Approved Accommodations' (selected), 'Request Additional Accommodations', 'Semester Accommodation Request', 'Letters', 'Equipment', and 'Documents'. The main content displays an 'Accessibility Accommodation Request' for student Cora Barragan. The request details include: Request # A00008-2021, Student Cora Barragan, and a category of Orthopedic Impairment. Under the 'Approved Accommodations' section, a single entry is shown: 'Accessibility Accommodation #1' with the following details: Accommodation Type: Extended Time on Tests 2x; Approved: Yes; Nonacademic: no; Nonrenewable: no.

5. **Request Additional Accommodations** – This section is only to be used if you would like for us to consider adding a new accommodation.

a. You will first select, “Add New”.

b. Then you will answer two questions on whether or not you have a new or additional diagnosis, and what accommodations you think would be helpful.

6. **Semester Accommodation Requests** – Every semester, you will access this tab to request your notice be sent to faculty. You will first navigate to the “Add New” button.

The screenshot shows the EAGL ACCOMMODATE web application interface. At the top left is the logo with the text "EAGL ACCOMMODATE". Below the logo is a navigation menu with the following items: Home, Accommodations, Approved Accommodations, Request Additional Accommodations, Semester Accommodation Requests (highlighted), Accommodation Letters, Equipment, Documents, Appointments, and Documents. The main content area is titled "Accommodation" and includes a breadcrumb trail: "Return to Accommodation | Return to list (Accommodation)". There are three tabs: "Approved Accommodations", "Request Additional Accommodations", and "Semester Accommodation Request" (which is selected). Below the tabs is a search filter for "Semester" with a dropdown menu. An "Apply Search" button is located below the dropdown. At the bottom of the main content area, there is an "Add New" button, the text "2 Results", and a "SORT" button.

7. **Semester Accommodation Requests** – After you select “Add New”, you will be taken to a screen that will populate a list of your approved accommodations. Once you make your semester selection, any courses you are registered for will populate on the right-hand side of the screen. You can either select “Submit For All Accommodations” or “Review the Renewal”. Use the “Submit For All Accommodations” if you’d like to use all of your accommodations in all of your classes. Select “Review the Renewal” if you’d like to use only some of your accommodations in some of your classes.

Accommodation

[Approved Accommodations](#) [Request Additional Accommodations](#) [Semester Accommodation Request](#) [Letters](#) [Equipment](#) [Documents](#)

- i** Below are the approved accommodations that will be sent to your instructors. Select the upcoming semester from the drop-down box. To apply all of the approved accommodations to all of the courses listed, click 'Submit for all Accommodations. If you want to remove an accommodation for the upcoming semester click 'Review the Renewal.'

[Extended Time on Test - 1.5x](#)
[Distraction Reduced Environment](#)
[Recorder/Audio Recordings of Lecture](#)
[Support Counseling](#)
[Frequent Breaks](#)

Semester

Spring 2022

[Submit For All Accommodations](#)

[Review The Renewal](#)

College Transfer Success

ACA-122

Starts February 04, 2022

Ends May 10, 2022

Holistic Health Concepts

NUR-114

Starts January 06, 2022

Ends May 10, 2022

8. **Semester Accommodation Requests** – If you selected “Review the Renewal” button, you will be taken to a screen that will break out each of your accommodations and classes. You will be able to unselect courses or use the “remove accommodation” to indicate that you do not want to request the accommodation for the current semester. Once you are done, you will need to select the submit button.

< [Approved Accommodations](#) [Request Additional Accommodations](#) [Semester Accommodation Re](#) >

[Submit](#) [Cancel](#)

* indicates a required field

Accessibility Accommodation Request

What accommodations are you requesting? *

Accessibility Accommodation #1

Accommodation Type *

Extended Time on Test - 1.5x

Description

Semester *

Spring 2022

Courses

- College Transfer Success (ACA-122)
- Holistic Health Concepts (NUR-114)

9. **Semester Accommodation Requests** – If you selected “Submit for All Accommodations”, you will be taken to the first “Semester Accommodation Request” screen and a confirmation note will be displayed at the top of the screen. Our office will review the request and begin sending notices out a few days before the start of the new semester. If the semester has already started, you can expect for the notice to go out within 48 to 72 business hours.

Accommodation

[Approved Accommodations](#)[Request Additional Accommodations](#)[Semester Accommodation Request](#)[Letters](#)[Equipment](#)[Documents](#)

 Semester Request for all accommodations with all courses is completed.

Semester

Spring 2022



Apply Search

Clear