

CDAR INSTRUCTOR PORTAL

LOGGING IN AND OVERVIEW



University
of Idaho

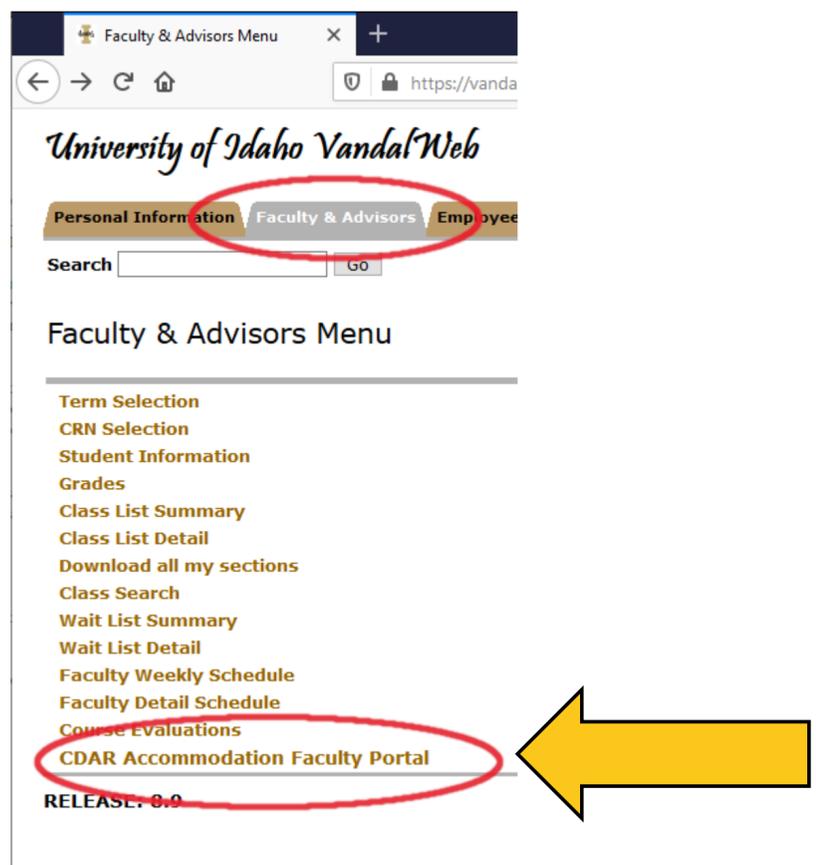


University of Idaho
Center for Disability
Access and Resources

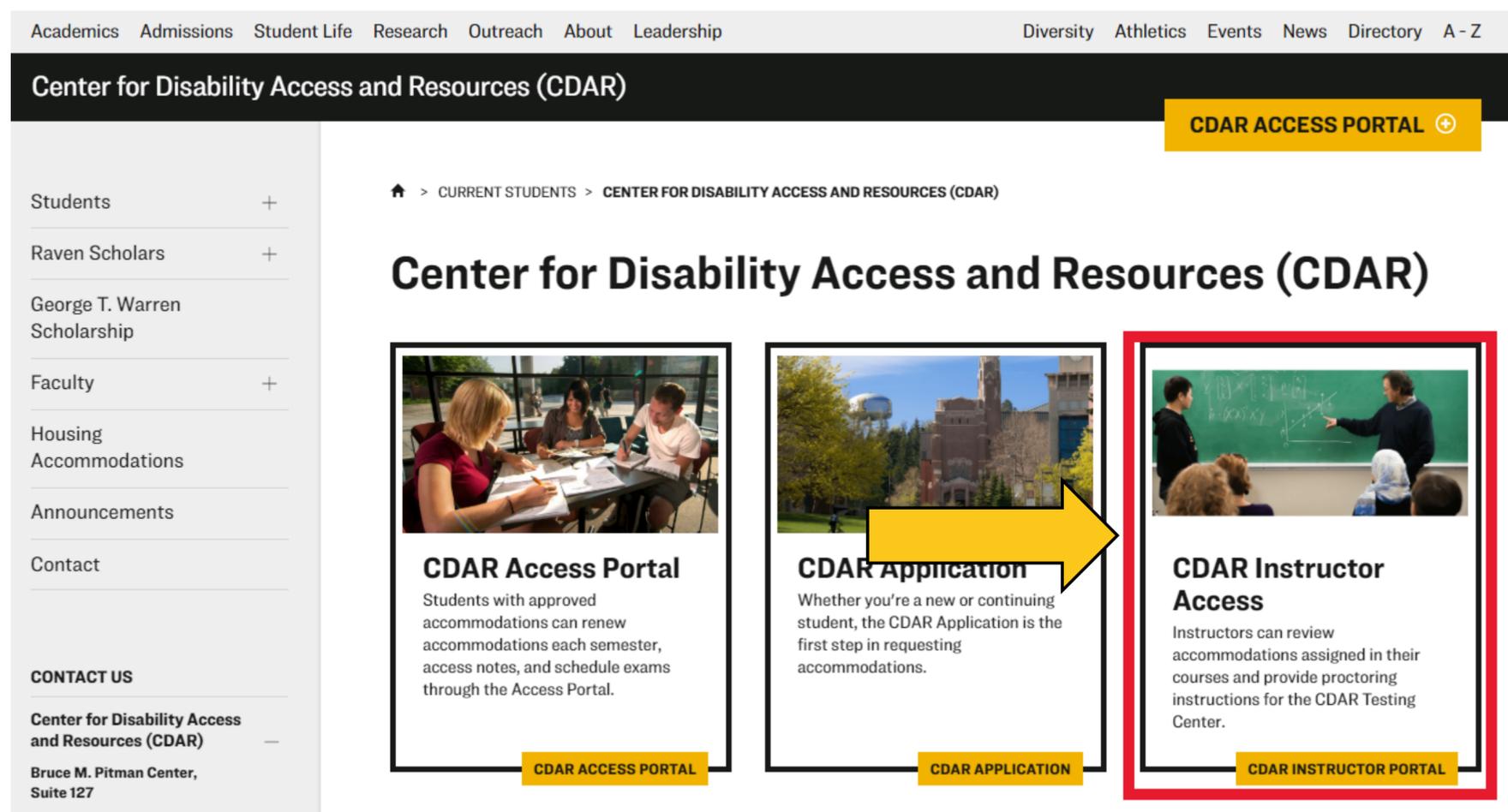


Getting to the CDAR Instructor Portal

You can access the portal through VandalWeb or the CDAR website.



Faculty Tab in VandalWeb



www.uidaho.edu/cdar

Login using your NetID. Portal is linked to DUO, so you will need your authentication method.

FERPA Reminder



Home

Home » Instructor Homepage » Instructor Authentication Page

Views and Tools

- > Overview
- > Course Syllabus
- > Alternative Testing
- > Alternative Formats
- > Notetaking Services
- > Deaf and Hard of Hearing

Logout

Once you finish with your session, please do not forget to **Log Out** and **Close Your Browser**.

Log Out

INSTRUCTOR AUTHENTICATION PAGE

REMINDERS

Please read the following prior to completing the form:

By clicking on the following button, I acknowledge that I have received and understand the school's FERPA policy as it pertains to student records.

FERPA (Confidentiality Statement)

Along with the right to access the records of students comes with the responsibility to maintain the rights of students particularly as outlined in the Family Educational Rights and Privacy Act (FERPA). Student Records are open to members of the faculty and staff who have a legitimate need to know their contents; however, you do have a responsibility to maintain confidentiality.

Reminders:

- Please **REFRAIN** from using **SHARED (PUBLIC) COMPUTER**.
- **REMEMBER TO SIGN OUT AND CLOSE THE BROWSER COMPLETELY AFTER YOU ARE FINISHED ACCESSING THIS INFORMATION**

Continue to View Student Accommodations

NEED HELP?

- Access Tutorials
- Contact Our Office
- Read Disclaimer

CENTER FOR DISABILITY ACCESS AND RESOURCES

University of Idaho
709 Deakin Ave.
Moscow, ID 83843-4257

Website: [Visit Our Website](#)
Email Us: cdar@uidaho.edu

Phone: (208) 885 - 6307
Fax: (208) 885 - 6404

The first screen upon logging in is a reminder that you are viewing sensitive data, and all information should remain confidential.

Overview Tab



Home >> Instructor Homepage >> Overview

Views and Tools

- > Overview
- > Course Syllabus
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[Log Out](#)

OVERVIEW [Accommodation Requests](#) [Search Students' Eligibilities](#)

[Previous Term](#) Term: Spring 2020 [Next Term](#)

[Click to Expand Advanced Search Panel](#) Sort Result: **Course Information**

LIST OF STUDENTS WHO REQUESTED ACCOMMODATION

Legend:

- **ATS:** Alternative Testing
- **DHO:** Deaf and Hard of Hearing
- **ATP:** Alternative Formats
- **NTK:** Notetaking Services

Export Search Result To CSV (Comma-Separated Values) File

[Export Student Lists](#) For Accommodation Export, Sort Column by: **Alphabetically** [Export Student Accommodation Requests](#)

[Export Student Courses with Eligibility](#)

View	CRN	SBJ	CRS	SEC	Student's Full Name	ATS	NTK	ATP	DHO	Status
View	CDAR20	CDAR	100	01	Hope Pym	Yes				Read
View	CDARDMO	CDAR	101	01	Mickey Mouse	Yes	Yes		Yes	Read
View	CDARDMO	CDAR	101	01	Minnie Mouse	Yes			Yes	Emailed
View	CDARDMO	CDAR	101	01	Hope Pym	Yes	Yes	Yes		Emailed
View	CDARDMO	CDAR	101	01	Dot Warner	Yes				Read
View	CDARDMO	CDAR	101	01	Wacko Warner	Yes				Emailed

Advanced Search



Accommodation Term:

Course Subject:

Course Number:

Section Number:

Sort By:

LIST OF STUDENTS WHO REQUESTED ACCOMMODATION

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- **ATS:** Alternative Testing
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Export Search Result To CSV (Comma-Separated Values) File

For Accommodation Export, Sort Column by:

View	CRN	SBJ	CRS	SEC	Student's Full Name	ATS	NTK	ATP	DHO	Status
View	RAVEN20	RAVEN	200	01	Mickey Mouse	Yes	Yes	Yes		Read
View	RAVEN20	RAVEN	200	01	Minnie Mouse	Yes				Emailed

Use the Advanced Search feature to easily view and export accommodations.

CDAR INSTRUCTOR PORTAL



University
of Idaho

TESTING AND ALTERNATIVE
TESTING AGREEMENTS



University *of* Idaho
Center for Disability
Access and Resources

Alternative Testing – Main

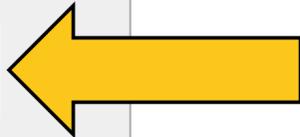


ALTERNATIVE TESTING

List Exams Students' Courses

Views and Tools

- > Overview
- > Course Syllabus
- > **Alternative Testing**
- > Alternative Formats
- > Notetaking Services
- > Deaf and Hard of Hearing



Logout

Once you finish with your session, please do not forget to **Log Out** and **Close Your Browser**.

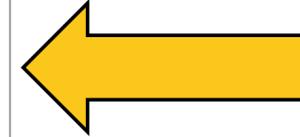
Log Out



LIST ALTERNATIVE TESTING AGREEMENT

Hint: If you need to make any changes, please select the following Alternative Testing Agreements and click View. If you would like to make a copy of your Alternative Testing Agreement to another course, please use the following function to select your source Alternative Testing Agreement and your other course.

Select:
Copy to:



STEP 1 - SELECT ACTION

Available Tools:

STEP 2 - SELECT FROM THE FOLLOWING COURSES

Hint: Check the box next to each student who should receive the exam you are uploading.

	SBJ	CRS	SEC	Student Name	Type	Date	Time	Status
<input type="checkbox"/>	CDAR	101	01	Minnie Mouse	Exam	03/17/2020	01:00 PM	No Show
<input type="checkbox"/>	CDAR	100	01	Wednesday Adams	Exam	03/17/2020	01:00 PM	Completed (Taken)
<input type="checkbox"/>	CDAR	101	01	Mickey Mouse	Exam	03/18/2020	02:00 PM	Approved - View Detail
<input type="checkbox"/>	CDAR	101	01	Dot Warner	Exam	03/19/2020	03:00 PM	Approved - View Detail



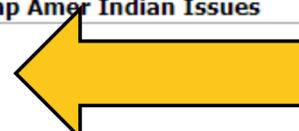
Alternative Testing Agreement

ALTERNATIVE TESTING

SPECIFY ALTERNATIVE TESTING AGREEMENT

Select Class: **AIST 401.01 (SLN: 74283) - Contemp Amer Indian Issues**

[Continue to Specify Alternative Testing Agreement](#)



Questions? Contact Us!

Please contact our office if you have any questions regarding Alternative Testing request.

CDAR Testing Services
Bruce M. Pitman Center, Basement, Room 56
Moscow, Idaho 83844-4257
208-885-9004 (Testing) or 208-885-6307 (Main Office)
cdar-testing@uidaho.edu

The Alternative Testing Agreement (ATA) provides CDAR Testing Services with exam details in order to proctor accommodated exams. CDAR cannot confirm students' exam requests until the instructor completes the ATA

ALTERNATIVE TESTING

[List Exams](#) [Students' Courses](#)

Class: **CDAR 100.01 - Cdar Test Course (CRN: CDAR20)**

Alternative Testing Agreement

1. Choose all conditions which may apply to the exams in the course.

- Accommodative Exams will be proctored by CDAR Testing Services.
- Instructor will proctor exams or within the department while providing students will all testing accommodations as outlined in the Faculty Notification Letter.
- This course does not have exams nor a Final Exam.
- Exam dates have not yet been determined (TBD).

Additional Note or Comment

2. Is there a Course Coordinator for this course? (Example, a course has five instructors throughout the term however there is one instructor coordinating the day-to-day tasks related to the course. Note: Not all departments utilize Course Coordinators.) *

- Yes (Please provide Course Coordinator's name and email)
- No

Additional Note or Comment

Copying ATA's



LIST ALTERNATIVE TESTING AGREEMENT

Hint: If you need to make any changes, please select the following Alternative Testing Agreements and click View. If you would like to make a copy of your Alternative Testing Agreement to another course, please use the following function to select your source Alternative Testing Agreement and your other course.

Select: **Select One**

Copy to: **Select One**

- CDAR 100.01 - CDAR Test Course
- CDAR 101.01 - CDAR Demonstration Class
- RAVEN 200.01 - Raven Scholars

If you teach multiple sections of the same course, or all your exams have the same guidelines, you can copy the same ATA to your other courses.

Instructors can also email cdar-testing@uidaho.edu and request we copy the ATA to your other courses

LIST ALTERNATIVE TESTING AGREEMENT

Hint: If you need to make any changes, please select the following Alternative Testing Agreements and click View. If you would like to make a copy of your Alternative Testing Agreement to another course, please use the following function to select your source Alternative Testing Agreement and your other course.

Select: **CDAR 100.01 - CDAR Test Course**

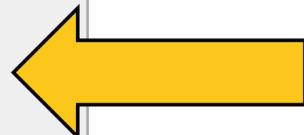
Copy to:



Editing ATA's

Views and Tools

- > Overview
- > Course Syllabus
- > **Alternative Testing**
- > Alternative Formats
- > Notetaking Services
- > Deaf and Hard of Hearing



Logout

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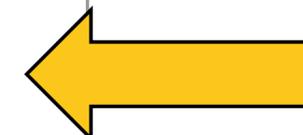
[Log Out](#)

LIST ALTERNATIVE TESTING AGREEMENT

Hint: If you need to make any changes, please select the following Alternative Testing Agreements and click View. If you would like to make a copy of your Alternative Testing Agreement to another course, please use the following function to select your source Alternative Testing Agreement and your other course.

Select:

Copy to:



Instructors can edit an ATA at any point in the semester. Possible reasons include date changes or additional resources allowed during exams.

Uploading Exams



STEP 1 - SELECT ACTION

Available Tools:



STEP 2 - SELECT FROM THE FOLLOWING COURSES

Hint: Check the box next to each student who should receive the exam you are uploading.

	SBJ	CRS	SEC	Student Name	Type	Date	Time	Status
<input type="checkbox"/>	CDAR	101	01	Minnie Mouse	Exam	03/17/2020	01:00 PM	No Show
<input type="checkbox"/>	CDAR	100	01	Wednesday Adams	Exam	03/17/2020	01:00 PM	Completed (Taken)
<input checked="" type="checkbox"/>	CDAR	101	01	Mickey Mouse	Exam	03/18/2020	02:00 PM	Approved - View Detail
<input type="checkbox"/>	CDAR	101	01	Dot Warner	Exam	03/19/2020	03:00 PM	Approved - View Detail



STEP 3 - CONFIRMATION

Instructors can upload exams to the portal. When uploading, you will have the option to use the same test for all students or upload a unique version for the student. If you have multiple versions of an exam, contact cdar-testing@uidaho.edu for assistance.

CDAR INSTRUCTOR PORTAL



NOTETAKING
DEAF & HARD OF HEARING
ALTERNATE FORMAT TEXT
SYLLABUS



Notetaking & Deaf and Hard of Hearing



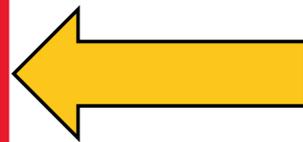
Views and Tools

- > Overview
- > Course Syllabus
- > Alternative Testing
- > Alternative Formats
- > **Notetaking Services**
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Log Out



NOTETAKING SERVICES

[Previous Term](#) Term: Spring 2020 [Next Term](#)

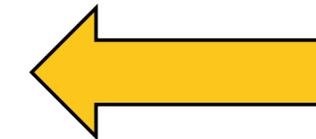
CDAR 101.01 - Cdar Demonstration Class

List of Notetaker(s):

- Name: **Nice Notetaker** (Email: fakenotetaker@notetaker.net).

Available Note(s) for Download (Click to Expand)

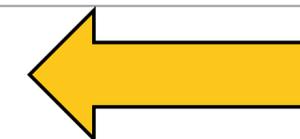
- ACCT 201-01 03-11-2020 [Download Note](#)
File Size: **1 KB** Uploaded on: Wednesday, March 11, 2020 at 09:38:34 AM
- Notes for Week 4 (Monday) [Download Note](#)
File Size: **59 KB** Uploaded on: Thursday, January 30, 2020 at 08:58:30 AM



Students Who Have Requested Accommodation:

- Hope Pym
- Mickey Mouse
- Yacko Warner

Instructor Note [Modify](#)
Not Specified



The Notetaking and Deaf / HOH modules will CDAR personnel who will be present in the class as well as materials provided to students receiving the accommodation.

Cdar-notetaking@uidaho.edu

Alternate Format Text



Views and Tools

- > Overview
- > Course Syllabus
- > Alternative Testing
- > **Alternative Formats**
- > Notetaking Services
- > Deaf and Hard of Hearing

Logout

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Log Out



RAVEN 200.01 - Raven Scholars

Book(s) Processed:

1. **Anthropology of Religion, Magic and Witchcraft**

ISBN: 9781138692527

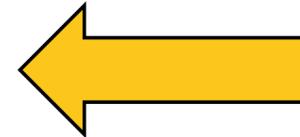
Publisher: Taylor

Author: Stein

Edition: 4

2. **BBLearn Readings**

Edition: 2020



Have Requested Accommodation:

- Mickey Mouse

The Alternative Formats module will list any reading material the student has requested in an alternate format. If the student has requested assistance with readings posted in BBLearn, please email atext@uidaho.edu with a list of readings posted in BBLearn.

Syllabus



Views and Tools

- > Overview
- > **Course Syllabus**
- > Alternative Testing
- > Alternative Formats
- > Notetaking Services
- > Deaf and Hard of Hearing

Logout

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Log Out

Instructors are able to upload course syllabi. This helps CDAR understand class format and learning objectives. All instructors are encouraged to include a statement on syllabi informing students with disabilities of their right to request reasonable accommodations in the classroom.

Home » Instructor Homepage » Course Syllabus

COURSE SYLLABUS

[Previous Term](#) Term: Spring 2020 [Next Term](#)

UPLOAD INSTRUCTION

- If you are scanning your document at **150 - 300 dpi** as resolution.
- Upload one file at a time and the maximum allowable file size is **20 MB** per upload.
- View: [Acceptable File Types](#).

Upload Form

Class *:

Syllabus Title *:

Select File: **No file chosen**

SBJ	CRS	SEC	Syllabus Title	Upload Date	Delete	View
CDAR	100	01	CDAR 100 Syllabus	01/27/2020 at 01:35:10 PM	Delete	View

Syllabus Statement:

Students with disabilities needing accommodations to fully participate in this class should contact Center for Disability Access and Resources (CDAR). All accommodations must be approved through CDAR prior to being implemented. To learn more about the accommodation process, visit CDAR's website at www.uidaho.edu/cdar or call 208-885-6307.



University
of Idaho

QUESTIONS / PROBLEMS?

EMAIL CDAR@UIDAHO.EDU OR
CALL 208-885-6307

IF YOU HAVE QUESTIONS OR
PROBLEMS LOGGING INTO THE
INSTRUCTOR PORTAL.



University of Idaho

Center for Disability
Access and Resources