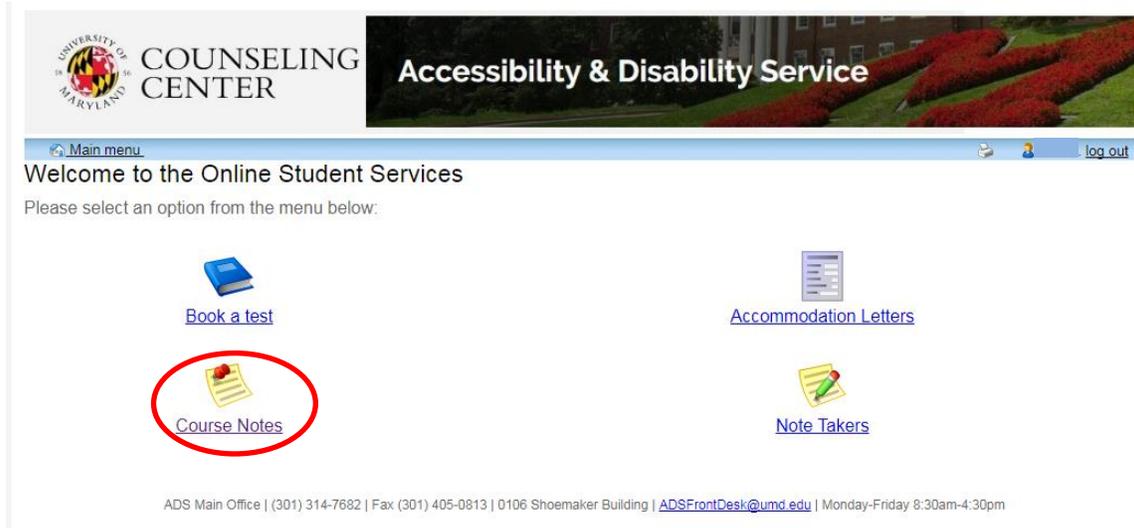


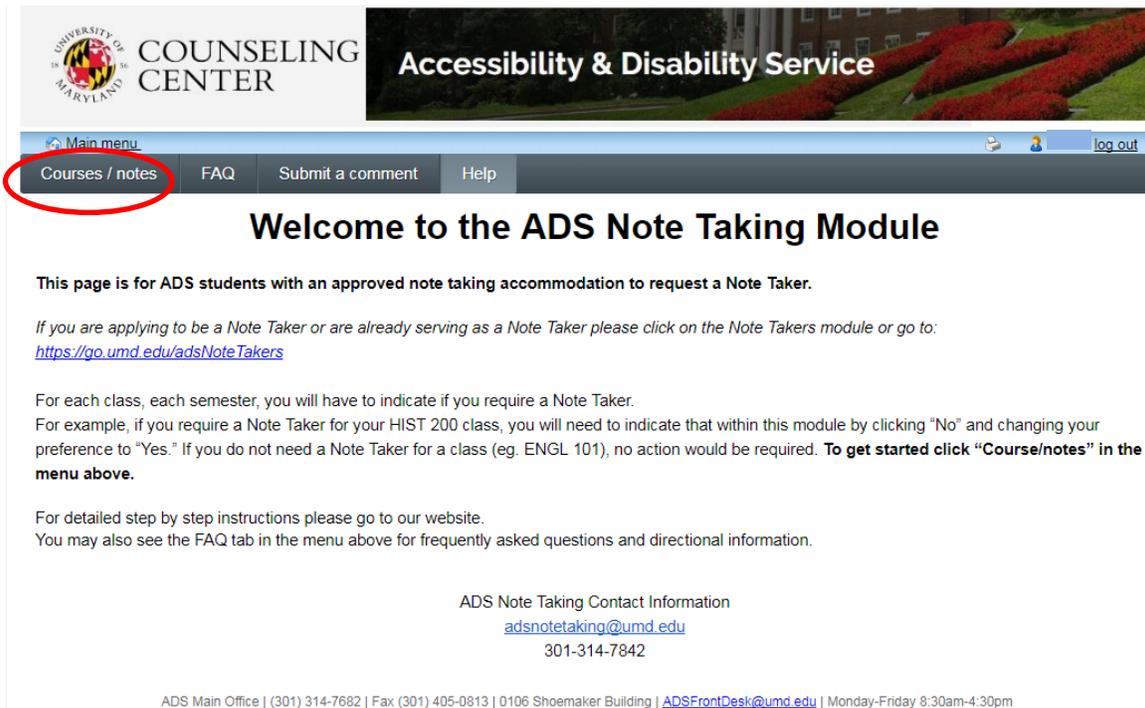
How to view sample notes and select a Note Taker

1. Select "Course Notes" from the Main Menu.



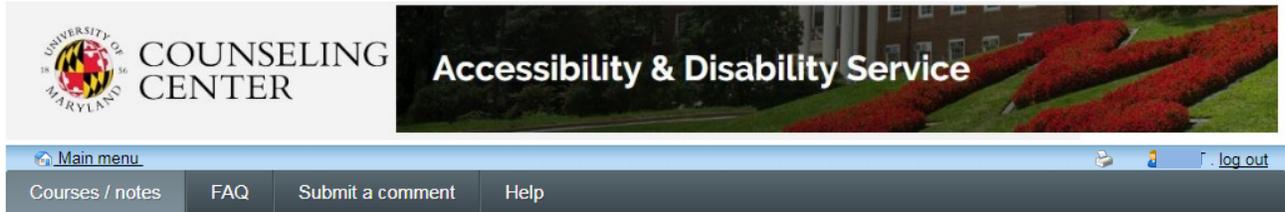
The screenshot shows the website header with the University of Maryland Counseling Center logo and the title "Accessibility & Disability Service". Below the header is a navigation bar with a "Main menu" link and a "log out" button. The main content area displays a welcome message and a list of service options: "Book a test", "Accommodation Letters", "Course Notes", and "Note Takers". The "Course Notes" option is highlighted with a red circle. At the bottom, contact information for the ADS Main Office is provided.

2. Select "Courses/Notes" from the Welcome page.



The screenshot shows the website header with the University of Maryland Counseling Center logo and the title "Accessibility & Disability Service". Below the header is a navigation bar with a "Main menu" link and a "log out" button. The main content area displays a welcome message and a list of service options: "Courses / notes", "FAQ", "Submit a comment", and "Help". The "Courses / notes" option is highlighted with a red circle. Below the navigation bar, the page title "Welcome to the ADS Note Taking Module" is displayed. The main content area contains instructions for students with approved note-taking accommodations, including a link to the Note Takers module and contact information for the ADS Note Taking Contact Information. At the bottom, contact information for the ADS Main Office is provided.

- Under “Note Taker Availability, choose “Select a Note Taker” for the course for which you wish to view sample notes.



Courses

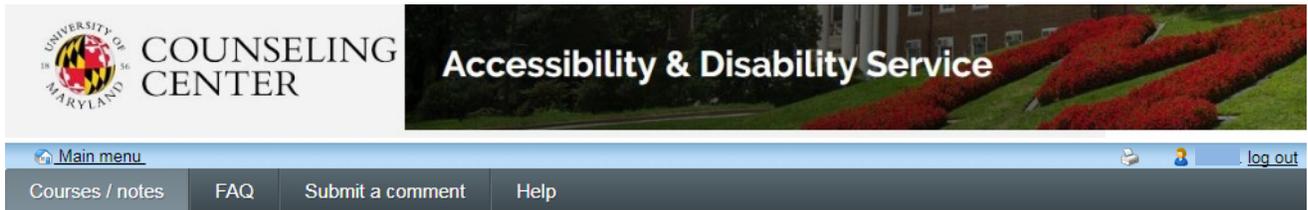
Your courses are listed below. Please ensure the 'I require a note taker' reads 'Yes' for each course that you require notes for.

Show term: Summer Session 2017

Course name	I require a note taker	Note taker availability	My lecture notes
HESP 411Lecture 0101 view download history	Yes change this	None are available at this time	N/A
UNIV 900 0101 view download history		Selected	<input type="button" value="Notes"/>
FMSC 260Lecture WB21 view download history		Selected	<input type="button" value="Notes"/>
University 901 UNIV 901 001 view download history	Yes change this	<input type="button" value="select a notetaker"/>	N/A

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- This page displays the sample notes that have been uploaded by potential Note Takers. Select “Check sample notes” to view the sample notes of a particular potential Note Taker.



Select a note taker for University 901 UNIV 901 001

Once you select your Note Taker you cannot make a change without contacting ADS Note taking at adsnotetaking@umd.edu. Please make your selection carefully as it can take time to switch Note Takers.

Notetaker	Sample notes	Action
Notetaker 2	Check sample notes	<input type="button" value="Choose this notetaker"/>
Notetaker 10	Check sample notes	<input type="button" value="Choose this notetaker"/>
Notetaker 11	Check sample notes	<input type="button" value="Choose this notetaker"/>
Notetaker 12	Check sample notes	<input type="button" value="Choose this notetaker"/>
Notetaker 15	Check sample notes	<input type="button" value="Choose this notetaker"/>

Note: The star ★ identifies notetakers who are currently providing notes to one or more students for this course.

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- Click on the sample notes to view.

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Main menu Courses / notes FAQ Submit a comment Help log out

Sample Notes from for University 901 UNIV 901 001

Sample notes	Date uploaded
Note Taking Sample for UNIV 901.docx notes_UNIV 901.2017_08-28.docx	2017-08-09

Back to Choose Note taker

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- Once you have decided on a Note Taker, select “Choose this Note taker” within the “Action” section to confirm your decision.

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Main menu Courses / notes FAQ Submit a comment Help log out

Select a note taker for University 901 UNIV 901 001

Once you select your Note Taker you cannot make a change without contacting ADS Note taking at adsnotetaking@umd.edu. Please make your selection carefully as it can take time to switch Note Takers.

Notetaker	Sample notes	Action
Notetaker 2	Check sample notes	Choose this notetaker
Notetaker 10	Check sample notes	Choose this notetaker
Notetaker 11	Check sample notes	Choose this notetaker
Notetaker 12	Check sample notes	Choose this notetaker
Notetaker 15	Check sample notes	Choose this notetaker

Note: The star ★ identifies notetakers who are currently providing notes to one or more students for this course.

Cancel

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7. A pop-up window will appear, asking you to confirm your selection. Select "OK" to confirm.

dsonline.umd.edu says:
Are you sure you want to choose this notetaker to provide notes for you?

OK Cancel

COUNSELING CENTER

Main menu | Courses / notes | FAQ | Submit a comment | Help | log out

Select a note taker for

Once you select your Note Taker you cannot make a change without contacting ADS Note taking at adsnotetaking@umd.edu. Please make your selection carefully as it can take time to switch Note Takers.

Notetaker	Sample notes	Action
Notetaker 7	Check sample notes	Choose this notetaker
Notetaker 10	Check sample notes	Choose this notetaker
Notetaker 11	Check sample notes	Choose this notetaker
Notetaker 12	Check sample notes	Choose this notetaker

Note: The star ★ identifies notetakers who are currently providing notes to one or more students for this course.

Cancel

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8. You will return to your course listing page. A confirmation notice will appear at the top of your screen to indicate you have successfully selected a Note Taker for the desired course.

COUNSELING CENTER | Accessibility & Disability Service

Main menu | Courses / notes | FAQ | Submit a comment | Help | log out

The notetaker was successfully assigned. An email was sent to the notetaker to let them know to start submitting notes; your name was not provided.

Courses

Your courses are listed below. Please ensure the 'I require a note taker' reads 'Yes' for each course that you require notes for.

Show term: Summer Session 2017 | Refresh

Course name	I require a note taker	Note taker availability	My lecture notes
HESP 411Lecture 0101 view download history	No change this		N/A
UNIV 900 0101 view download history		Selected	Notes
FMSC 260Lecture WB21 view download history	No change this		Notes
University 901 UNIV 901 001 view download history		Selected	Notes

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