How to log into AIM as an instructor

- 1. Go to https://dsst.fsu.edu/oas/faculty
- 2. Click on 'Instructor Portal Login'



- 3. Log in with your FSU ID and password
- 4. Under the 'INSTRUCTOR AUTHENTICATION PAGE,' click on 'Continue to View Student Accommodations'

¥ Home	REMINDERS
> OAS's Main Website	Please read the following prior to completing the form:
Longuit	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.
Logout	FERPA (Confidentiality Statement)
Once you finish with your session, please do not forget to Log Out and Close Your Browser.	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 Pamily 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.
Log Out	For more information on FERPA, please visit the FSU Registrar's https://registrar.fsu.edu/records/ferpa/linformation page.
	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

5. You are in AIM when you see the 'OVERVIEW' page

OVERVIEW						Accommo	dation Reques	ts Search	Students' Eligibilities		
Previous Term	vious Term Term: Spring 2020 Ne										
Click to Expand Advanced Search Panel						Sort Result: Course Information \$ Sort					
LIST OF STUDENTS WHO REQUESTED ACCOMMODATION											
Legend:											
ATS: Alternative Testing ALT: Alternative Formats											
DDH: Deaf and Hard of Hearing NTK: Notetaking Services											
Export Search Result To CSV (Comma-Separated Values) File For Accommodation Export, Sort Column by: Alphabetically Accommodation Requests											
View CRN	SBJ	CRS	SEC	Student's Full Name	ATS	NTK	ALT	DDH	Status		

Questions?

Please contact our office if you have any questions or concerns by emailing: oas@fsu.edu