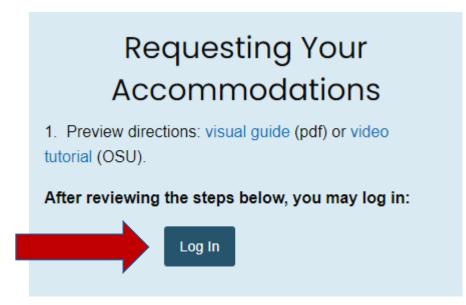
Accessing your Notes

Important Information: You must contact <u>disabilityservices@cocc.edu</u> if you have any concerns about receiving your notes, including if you are not receiving them within 24 hours of the class period. We will contact your note taker to review these guidelines.

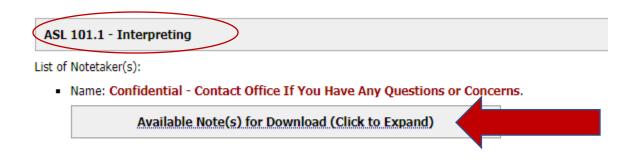
1. **Log In**- Log in from the Disability Services home page using your Single-Sign On and clicking 'log in' under the requesting your accommodations section.



2. **Select Note Taking Services**- On the left hand side of the screen, under the "My Accommodations" section, seect "Note taking Services."



3. **Find your course-** Scroll down to the course that you wish to access notes for and select 'available notes for Download'.



4. **Find your notes-** Scroll through to find the week and day of the notes you want, and select 'download note.'



Contact <u>disabilityservices@cocc.edu</u> if you have any questions.