

DASS Disability Accommodations & Success Strategies

Located in the A - LEC

Your DASS Link login: <https://smu-accommodate.symplicity.com/ssu/students/login>



Be
Safe

TOPICS

TIPS FOR ONLINE FINALS

FALL FINALS

DEALING WITH ANXIETY

JAN TERM LETTERS

Tips for Success on Online Final Exams

Remind your professor. If you have testing accommodations like extended time, it's more important than ever to remind your professor **7** days before the exam so that they can make arrangements.

Study. Even if the exam is open book/open notes, you won't have time to look up every answer, especially if the final exam is cumulative.

Prepare your testing space. Choose a clutter-free, quiet space with a good internet connection. Put up a "do not disturb sign." Tell family members that you cannot be interrupted.

Have what you need. Books, notes, formula sheets, calculator, scratch paper, a clock, water, a snack, etc.

Check your tech. About 30 minutes before the exam, make sure everything is working.

Read instructions carefully. Always a good practice, but final exams may be in a different format than earlier ones.

Expect the unexpected. Make sure you know who to alert in case of technical difficulties or other unforeseen challenges. Ask your professor about this in advance.

Take a deep breath. Don't stress. Breathe evenly. Relax your muscles. You studied hard. You've got this!

Final Exams – IMPORTANT for anyone with testing accommodations

Final Exams will be held beginning **December 10th through December 16th.** The University's final exam schedule can always be found [here](#).

All exams will be held remotely and the procedures for DASS students should likely be the same as every other exam by notifying your instructor well before the exam date to ensure your accommodations can be set in place. (Dedman Law students should contact Dean Yeager's office or Kim Grace).

NOW is the time to check to see if you have any scheduling conflicts with your times and dates. Finals are 3 hours as a standard length, so if you have extended time, It is possible to have overlapping exams. You need to work these conflicts out **NOW** to ensure you receive your accommodations. It is your responsibility, not the instructor, to notify them if you are going to be using your accommodations.

DASS assumes your instructors will be able to virtually proctor you for final exams, but If there is a conflict that can't be resolved between you and your instructor, our office can offer support. It is expected you will have spoken with your instructor and attempted to resolve your testing issue.

If your instructor needs DASS to proctor your final exam, you, the student, must schedule no later than **December 2nd in DASS Link**. Be sure to select "Final exam" so the system calculates the extended time correctly. Call before **12/2/20** with any questions. 214-768-1470

To logon or review scheduling a test in DASS Link, click [here](#).

Dealing with Anxiety? You're not alone!

Finding it difficult to pay attention in class, stay focused and motivated with online classes?

1st- Identify your worries by writing them down on paper. It will help you sort through what is a real concern and what isn't.

2nd- Make a plan on how you can finish this semester successfully. Writing down your goals is the first step. **Concerned about your lack of motivation?** Try emailing your professor to discuss your concerns and ask to meet during office hours. Advocating for yourself is a good thing.

3rd- Investigate where you can get support for your academic needs. Struggling in one of your classes? The [ALEC](#) is where you will find tutoring for classes and there are still [virtual workshops](#) available to attend with great tips on organization, time management, and test strategies. Being proactive reduces anxiety. Taking small steps towards a goal will help you feel better about yourself and lessen your anxiety.

4th- Practice self-care. Sleep, a good diet, and getting some exercise are the best practices. Reduce your time on social media. **Feeling isolated?** Reach out to friends with a call or Facetime. Carve out some time to do something that brings you joy.

5th- You are not alone. We can't change the pandemic but we can choose how we respond to it. By *choosing* to tackle academic challenges, reaching out for help, your friends and practicing self-care, you can do this!

DASS is here to help. Contact our office or your DASS coordinator and we will respond.

214-768-1470

JAN TERM

If you are enrolled for Jan Term 2021, due to the fast-paced mini-term, it is important to have your letters and accommodations in place sooner than later. Classes will begin on **January 7th** and having your letters requested and delivered ahead of time will help you stay on track. A few courses (language courses and Organic Chemistry 1) take place over an extended schedule beginning **December 17th**. A semester request should be submitted very early to ensure it can be processed before the holiday break when offices are closed from December 21st until January 3rd.

The DASS Team – 214-768-1470

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