

AEC welcomes you to Spring 2022 semester!

In accordance with the [SJSU Adapt Plan](#), AEC's staff will be available virtually to support all modes of instruction offered this Spring. AEC can be reached via email (aec-info@sjsu.edu) for Zoom appointments to address questions/concerns regarding the administration of Spring 2022 accommodations.

AEC Office Hours:

Mondays & Tuesdays 9:00 AM – 12:00 PM & 1:00-5:00PM

Wednesdays 10:00AM – 12:00 PM & 1:00-5:00PM

Thursdays & Fridays 9:00AM – 12:00PM & 1:00 – 4:00PM

Delayed In-Person Instruction: Remember

Exams must be administered in the same manner and version as the class; this includes exams transferred online due to the delay of in-person instruction. The following [Distance Learning Accommodated Exams \[pdf\]](#) flow chart provides a guide for navigating SJSU online proctoring tools for accommodated exams. For instructions on how to provide extended time on Canvas exams view the following [Canvas Tutorial](#).

Zoom (desktop & online versions) are accessible. Zoom links can be posted on Canvas or sent by email. Participants are required to use headset for audio input & output. Additional [Remote Teaching](#) Information is available from [E-Campus](#)

For courses with assigned ASL Interpreters or Captioners, AEC is requesting Faculty support by sharing the Zoom link with our Deaf and Hard of Hearing Program at aec-dhoh@sjsu.edu.

MyAEC Faculty Portal & Testing

Instructors have 24/7 access to MyAEC Faculty Portal

[MyAEC Faculty Portal](#) allows instructors to manage all requested accommodations for all courses, for any instruction mode, and for all students in one place. Visit [Quick Guide to MyAEC Faculty Portal](#) for step-by-step support.

AEC Testing (IS 223 & MLK 230) remain open to support courses designed with scheduled in-person exams only. The AEC developed a layered approach to COVID-19 safety, with several strategies to reduce the risk of COVID-19 transmission. These strategies will remain in place to support the administration of in-person accommodated exams. Exams will be administered in a block seating format, with specific start times for each block. Block seating is imperative to control population density and allow for proper disinfection and airing of our testing locations.

The following flowcharts visually outline the steps for the administration of accommodated exams:

New : [Instructor Guide to In-Person Testing Accommodations](#)

[Instructor Guide to Online Testing Accommodations](#)

April 1: Deadline for students to submit final exam request for in-person classes with in-person exams

Additional Faculty Quick Links

[Working with Student with Disabilities](#) | [Notetaking Services](#) | [AEC Testing Hours](#) | [Center for Accessible Technology](#) | [Deaf & Hard of Hearing](#) | [Accessible Furniture](#) | [Faculty Fast Facts](#) | [Center for Faculty Development](#) | [After-Hours Elevator Assistance](#) | [Emergency Evacuation](#) | [Syllabus Statement Rational](#)