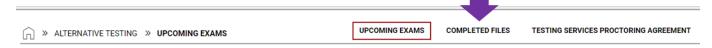


Accessing & Downloading Completed Exam Files in the ANU Faculty Portal

- 1. Sign in to the ANU Faculty Portal and click the "Continue to View Student Accommodations" button.
- The ANU Faculty Portal can be accessed from the Accessible NU homepage.
- 2. Click "Alternative Testing" in the "Home" box on the left side of the page.



3. Select "Completed Files" at the top of the Alternative Testing module page.



4. Scroll to the appropriate exam and click "Download" to download the completed exam file.



Testing Services returns all completed exams the same day they are taken via the delivery method indicated in the Testing Services Proctoring Agreement. You will receive a message to your Northwestern email when a completed exam is ready to access in the ANU Faculty Portal.

Please email <u>testing@northwestern.edu</u> for assistance or with any questions regarding Testing Services or the ANU Faculty Portal.