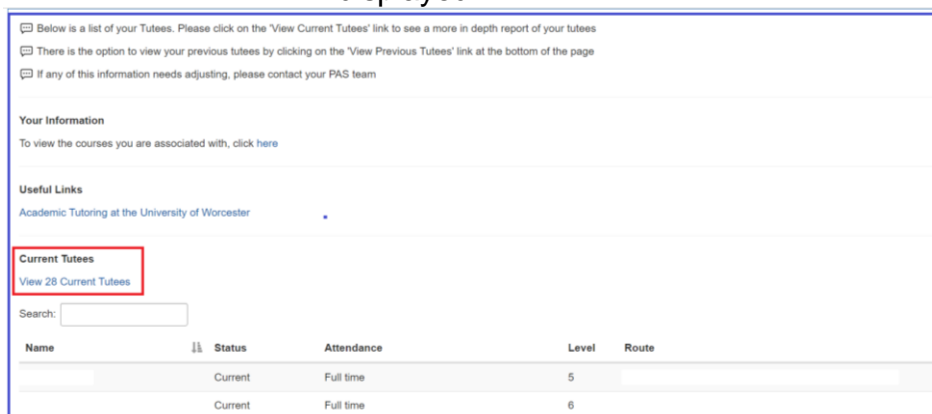


# How to Find DDS Student Support Adjustments on SOLE Guide for PATs

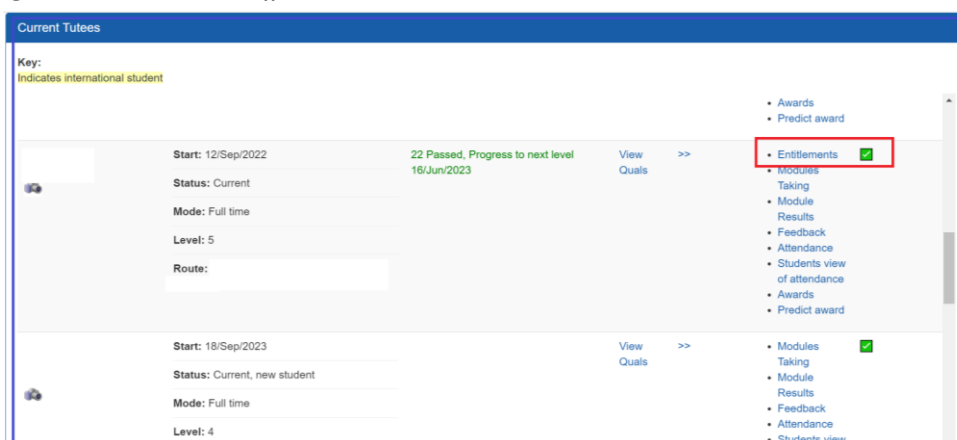
1. On website Staff Homepage click on 'SOLE for Staff' link (top left corner)
2. On the page that opens click on Staff Home Page—see below:



The screen below will then be displayed:



3. Click on the 'View # current tutees' link The current tutees will then be listed



- On the right-hand side there is a list of options for each student.
4. If a student has a Reasonable Adjustment Plan (RAP) click on the top link will be 'Entitlements'.
  - This will bring up a screen which includes the support adjustments:

Some students have asked us to disclose their disability so you have a better understanding of why they need support. In these cases you will see their disability displayed together with links, where available, to specific strategies for creating inclusive programmes of study (SCALE - [scale.wp.worc.ac.uk/](http://scale.wp.worc.ac.uk/))

\*Exams with a scribe/reader or dictation software: students using this support will require a separate room and 25% extra time allowance to compensate for the time lapse incurred in using this provision. If you see a separate time allowance stated in the student's entitlements this is NOT cumulative e.g. 25% + exam scribe does NOT equal 50%, it is equal to 25% in total.

Name	Academic tutor	Photo	RAP	Adjustments and support info
			<a href="#">View</a>	<p><b>Lectures</b> Use of recording software/devices to assist with your learning. You are advised to liaise with your lecturers (see note to student section for guidance). Requires course and lecture materials to be provided in advance using digital formats</p> <p><b>Exams</b> 25% extra time for written exams/in-class tests Requires rest breaks (up to 25% extra time) Student will bring food, drink or medication into the exam</p> <p><b>Disability Info</b> Diabetes</p>

The page shows the teaching and exam adjustments recommended to support the student. These are based on evidence and a discussion with the student.

**Note:**

For each student more information on any additional impacts or the way the student might present are included in full version of the Reasonable Adjustment Plan (RAP).

This can be viewed by clicking on 'view' in the Reasonable Adjustment Plan (RAP) column highlighted in the red box in image above.