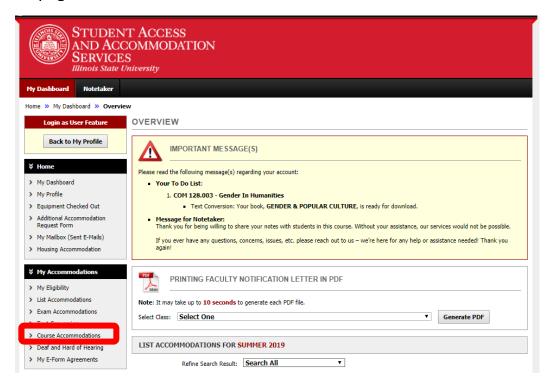# Retrieving Notes from AIM
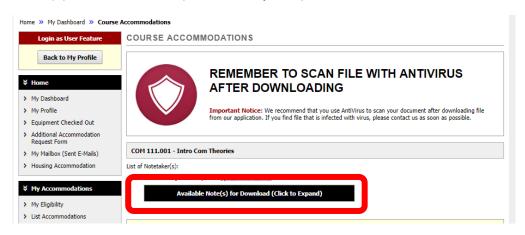
If you have not already requested your notetakers, first watch the Accessing Accommodations and Faculty Notification Letters video.

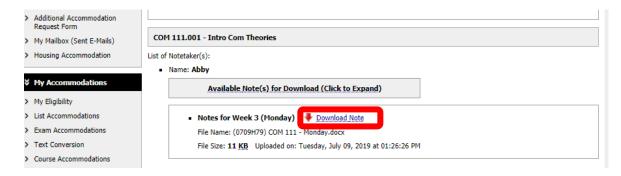To retrieve notes that were uploaded, log into AIM.

- Navigate to Course Accommodations under the My Accommodations menu on the left side of the page.

This will show your current notetaking arrangements (?), as well as any notes that are available for you to download/view. If you have notes, you will be prompted by a box that says, "Available Note(s) for Download (Click to Expand)".

- Select the Available Notes box to view uploaded files.
- Select "Download Note" link next to the note file name to open the notes. Be sure to check the uploaded notes page frequently and inform us of any issues.

AIM will keep uploaded notes for the semester, but we encourage you to download and save note files to your computer or tablet to ensure that you can easily access them at all times.

If you have any problems or difficulties, please email us at SAAS-Exams@ilstu.edu or call us at 309-438-5893.