

HOW TO ACCESS COURSE NOTES FROM A PEER NOTETAKER

1. Login to the CAL Student Portal

Please log in

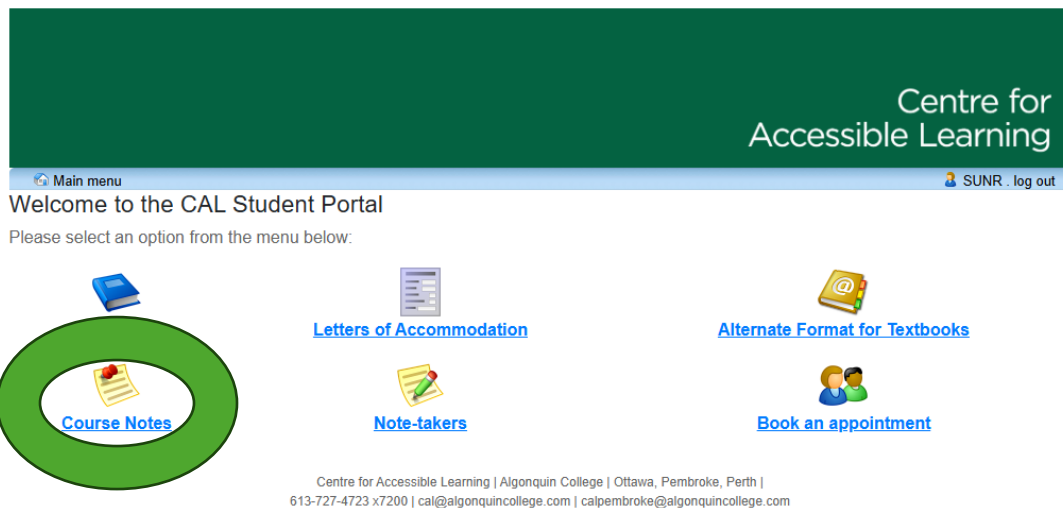
To access this site you will need to log in with your user name and password.
Please remember to log out when you are done.

Username

Password

Log In

2. Select the Course Notes icon in the main menu



3. Select the current term in the drop-down menu and ensure the 'I require a note taker' reads 'Yes' for each course that you require notes for.

Main menu 123456700 . log out

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Courses

Please select the current term in the drop down menu below to view your courses. Please ensure the 'I require a note taker' reads 'Yes' for each course that you require notes for.

Show term: Winter Session 2025 Refresh

Course name	I require a note taker	Note taker availability	My lecture notes
CAL CAL1000 010 view download history		Selected	Notes
ENL ENL1234 500 view download history	No change this		N/A
BIO BIO8787 1000 view download history	Registration not approved for this course. Please complete your self registration request or contact us for assistance.		

CAL TEST SYSTEM

You must send your Letter of Accommodation out to your professors before you can request a Peer Notetaker. You can see the different stages of the Peer Notetaker accommodation request above.

4. You will receive a pop-up window that asks you to confirm your request. Select OK to confirm selection and continue.

Please confirm that you require a notetaker for this course by clicking the OK button.

OK

Cancel

5. Review and download course notes once a Peer Notetaker has been assigned and notes are available. Select the 'Notes' button in the My Lecture Notes column for the course you wish to get notes for.

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Courses

Please select the current term in the drop down menu below to view your courses. Please ensure the 'I require a note taker' reads 'Yes' for each course that you require notes for.

Show term: Winter Session 2025 ▼ Refresh

Course name	I require a note taker	Note taker availability	My lecture
CAL CAL1000 010 view download history		Selected	Notes
ENL ENL1234 500 view download history	No change this		N/A
BIO BIO8787 1000 view download history	Accommodations not approved for this course. Please complete your self registration request or contact us for assistance.		

CAL TEST SYSTEM

If there is no Peer Notetaker currently available, a message will be displayed to indicate, "None are available at this time". Please check again in a few days.

6. Select 'View Notes' to download a copy of the lecture note.

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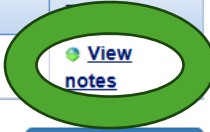
Courses / notes

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Lecture Notes for CAL CAL1000 010

[view download history](#)

Lecture date	Note taker	Comments	
March 7 (Fri)	Notetaker 1	You can leave a comment for the student receiving the course notes.	<div>View notes</div> <div>Back to courses</div>

CAL TEST SYSTEM

Once the Peer Notetaker has uploaded lecture notes for you to review and / or download. The notes are listed by lecture date. Your Peer Notetaker may have left you a comment. Please review all comments for the lecture note before downloading the file.