

ODAS READER RESERVATION INSTRUCTIONS

- Go to <http://tinyurl.com/Reservation-Requests>
- You could also go to the Bruckner Learning Center Testing Page. Click “Testing Reservation System,” which will pull up two choices (Test Reservation) and (Reader Reservation). Click Reader Reservation.
- This form MUST be filled out 2-3 days prior to the actual exam time
- You must complete EVERY box before the “Submit” box becomes activated.
- Once you finish filling out the form, click the “Submit” button.
- After the tutoring office receives the email and finds a reader, you will receive a confirmation email about your test.
- If you did not get a confirmation email, please notify tutoring@liberty.edu and I will get back to you as soon as possible.
- Come to the front entrance of the Bruckner Learning Center at the time you have requested.