

Personal Final Exam Schedule MAUI Web Delivery Access Instructions for Faculty

- 1.) Go to MAUI (*Made At the University of Iowa student information system*) at <https://www.maui.uiowa.edu>
- 2.) Login using your HawkID and password
- 3.) Located on the “Home” tab, select the “Final Exam Schedule” heading link.
(*This is the official individual final examination schedule for all instructor roles of record in MAUI. This link will only be active once the official final exam schedule has been published.*)

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### Notes of Importance:

- The official final exam schedule for fall and spring semesters is published by the Office of the Registrar the fifth week of the semester (mid-September for a fall semester and mid-February for a spring semester). The summer final exam schedule is published on the first day of summer session (late May).
- Individual final exam schedules for faculty are accessible online through MAUI using the “Final Exam Schedule” link found on the “Home” tab. These schedules include the following features:
  - allow all instructor roles of record the ability to view the official final exam assignments for the course sections they are assigned to supervise.
  - include indications as to the course section(s) responsible for administering a makeup final exam, according to [precedence rules](#), in the event a student has been identified with a qualified final exam conflict involving one of their assigned course sections.
- Individual final exam schedules for students are accessible online through [ISIS](#). Instructors of record who are also enrolled as a student in a course section will need to go to ISIS to view their official individual student final exam schedule
- Students who have been identified with a qualified final exam conflict must register their intent to take advantage of their opportunity to be given a makeup final exam directly with their course instructor by:
  - October 1 for Fall semester
  - March 1 for Spring semester
  - the end of the first week of the affected course section during summer session
- Not all course sections are given final exam date assignments by the Office of the Registrar. Only final exam information for course sections given final exam date assignments by the Office of the Registrar will appear on a student’s personal final exam schedule.

### Please Login to MAUI

MAUI provides administrative access to federally-protected student records information. To access MAUI, you must complete FERPA training and apply for access using the link below. To complete the online FERPA training module, you can access the training through [Employee Self Service](#).

#### [MAUI Online Access Request Form](#)

Note: Instructors are automatically granted access to view class rosters and enter grades once you have completed FERPA training. Instructors don't have to fill out the access request form unless you are requesting access beyond what your role as an instructor provides you.

If you have any questions about access or upcoming functionality, please send email to: [maui-support@uiowa.edu](mailto:maui-support@uiowa.edu)

#### Important information about signing in:

- You are advised to always logout and exit your browser after completing your session.
- This is a secure site. Your HawkID and password are encrypted as they are sent for authentication.
- "Per Session" cookies must **not** be disabled on your web browser. We use temporary cookies to keep you logged in as you navigate UI web sites.

**Note:** Unauthorized use of this web site is strictly prohibited! This system is routinely monitored for performance and security reasons. Use of this system constitutes agreement to that monitoring and to the University of Iowa Acceptable Use of Information Technology Resources Policy.



**IOWA HawkID Login**

HawkID:

Password:

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**Links to Common Questions**

- [Don't know your hawkid?](#)
- [Forgot your password?](#)
- [More hawkid information...](#)

Welcome to MAUI!

 Search

Filter By: Students, Any Name Type

Find a Person

Search the MAUI database for a person by name, hawkid, email address, or other common [search terms](#). You can use the search filter to restrict your search to just certain types of person records.

[My Courses](#)

This page will present you with the course(s) for which you are currently assigned as an instructor, course supervisor or team teacher. From this page you can view the class list, grant special permission to take your course, and submit attendance, midterm, and final grades. [HELP](#)

[My Advisees](#)

This will open up a list of students you advise.

[Academic Calendar](#)

This page will take you to a page displaying grade related deadlines.

[Course Deadlines](#)

This application will open a new browser tab and allow you to select a department, course and section for a session to see begin and end dates along with deadlines associated with making registration changes for that particular course.

[Early Registration Schedule](#)

This page will take you to the Early Registration schedule for two calendar years.

[Final Exam Schedule](#)

View a list of your courses, associated final exams, and conflicts for final exam students.

[Final Exam Information](#)

The comprehensive final exam schedule, exam policies and general information may be found on the Office of the Registrar's website.

[ISIS Course Browse](#)

This will open up a new browser tab and take you to ISIS main course browse page.

Messages and Alerts - No New Messages

10/08/2015 **Instructors:** Fall 2015 Midterm Class lists are available in MAUI for courses underway.

D/F grades only need to be submitted for undergraduate students.

**It is highly recommended you submit your Midterm attendance & D/F reports no later than 5 pm, Thursday, October 22, 2015.**

[Step-by-step instructions, attendance definitions, and Midterm Class List information are available.](#)

Questions? Please contact [reg-maui-support@uiowa.edu](mailto:reg-maui-support@uiowa.edu).

Workflow - No items in your workflow inbox

[Click here](#) to review all workflow tasks and baskets.

[Click here](#) to review the **Grades Workflow Dashboard**.



# Official Faculty Individual Final Exam Schedule

**SAMPLE**

MAUI
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Quick Links: 

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[Home](#) > My Final Exam Schedule

Session: Fall 2015

**Final Exam Schedule**

| Course                       | Title                               | Primary Instructor | Exam Time                                        | Exam Rooms (Room Capacity) | Total Exam Enrollment | Qualified Final Exam Conflicts |
|------------------------------|-------------------------------------|--------------------|--------------------------------------------------|----------------------------|-----------------------|--------------------------------|
| ATEP:3010:0001 (Stand-alone) | Clinical Sciences III               | Faculty, E F       | Monday, December 14, 2015<br>5:30 PM - 7:30 PM   | See instructor             | 17                    | <a href="#">view</a>           |
| ATEP:1010:0101 (Stand-alone) | Exploring Athletic Training         | Faculty, E F       | Tuesday, December 15, 2015<br>5:30 PM - 7:30 PM  | See instructor             | 49                    | <a href="#">view</a>           |
| ATEP:1010:0100 (Stand-alone) | Exploring Athletic Training         | Faculty, E F       | Tuesday, December 15, 2015<br>8:00 PM - 10:00 PM | See instructor             | 50                    | <a href="#">view</a>           |
| ATEP:3020:0001 (Stand-alone) | Clinical Sciences V: Rehabilitation | Faculty, A B       | Tuesday, December 15, 2015<br>8:00 PM - 10:00 PM | See instructor             | 17                    | <a href="#">view</a>           |
| ATEP:2030:0001 (Stand-alone) | Basic Athletic Training             | Faculty, E F       | Friday, December 18, 2015<br>7:30 AM - 9:30 AM   | See instructor             | 18                    | <a href="#">view</a>           |

**Lecture and Stand-alone Sections Without Final Exams**

| Course         | Title                                    | Current Enrollment | Section Type |
|----------------|------------------------------------------|--------------------|--------------|
| ATEP:3030:0001 | Practicum in Athletic Training III       | 17                 | Stand-alone  |
| ATEP:4010:0EXW | Administration Athletic Training Program | 15                 | Stand-alone  |
| ATEP:5010:0001 | Seminar in Athletic Training             | 5                  | Stand-alone  |
| ORTH:4187:0001 | Practicum in Athletic Training IV        | 16                 | Stand-alone  |



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[Home](#) > **Qualified Final Exam Conflicts**

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**Final Exam for Course Sections:**

**ATEP:1010:0100** Exploring Athletic Training

**Exam Date and Time:** Tuesday, December 15, 2015 8:00 PM - 10:00 PM

**Rooms:** See instructor

**Qualified Student Final Exam Conflicts**

| Student                 | Course         | Course Title                       | Course Primary Instructor | Exam Date and Time                               | Exam Rooms (Room Capacity) | Exam Conflict Type           | Makeup Exam Required at Student Request |
|-------------------------|----------------|------------------------------------|---------------------------|--------------------------------------------------|----------------------------|------------------------------|-----------------------------------------|
| Student, S T (00000000) | ATEP:1010:0100 | <b>Exploring Athletic Training</b> | <b>Faculty, E F</b>       | Tuesday, December 15, 2015<br>8:00 PM - 10:00 PM | See instructor             | More than two exams in a day | No                                      |
| Student, S T (00000000) | ESL:4190:0014  | ESL Academic Writing               | Faculty, J K              | Tuesday, December 15, 2015<br>12:30 PM - 2:30 PM | AUD MH (760)               | More than two exams in a day | No                                      |
| Student, S T (00000000) | GHS:1181:0AAA  | Ancient Medicine                   | Faculty, M N              | Tuesday, December 15, 2015<br>3:00 PM - 5:00 PM  | LR2 VAN (153)              | More than two exams in a day | <b>Yes</b>                              |

Export options: [CSV](#) | [Excel](#)

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[Home](#) > My Final Exam Schedule


Session:

**Final Exam Schedule**

| Course                   | Title                    | Primary Instructor | Exam Time                 | Exam Rooms (Room Capacity) | Total Exam Enrollment | Qualified Final Exam Conflicts |
|--------------------------|--------------------------|--------------------|---------------------------|----------------------------|-----------------------|--------------------------------|
| ACCT:3400:0AAA (Lecture) | Introduction to Taxation | Faculty, C D       | Monday, December 14, 2015 | LR1 VAN (304)              | 105                   | <a href="#">view</a>           |
| ACCT:3400:0BBB (Lecture) | Introduction to Taxation | Faculty, C D       | 7:30 AM - 9:30 AM         |                            |                       |                                |

**Lecture and Stand-alone Sections Without Final Exams**

| Course               | Title | Current Enrollment | Section Type |
|----------------------|-------|--------------------|--------------|
| No items were found. |       |                    |              |



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[Home](#) > Qualified Final Exam Conflicts

**Final Exam for Course Sections:**

ACCT:3400:0AAA Introduction to Taxation

ACCT:3400:0BBB Introduction to Taxation

**Exam Date and Time:** Monday, December 14, 2015 7:30 AM - 9:30 AM

**Rooms:** LR1 VAN

**Qualified Student Final Exam Conflicts**

| Student                                                      | Course | Course Title | Course Primary Instructor | Exam Date and Time | Exam Rooms (Room Capacity) | Exam Conflict Type | Makeup Exam Required at Student Request |
|--------------------------------------------------------------|--------|--------------|---------------------------|--------------------|----------------------------|--------------------|-----------------------------------------|
| No students enrolled in this exam have qualifying conflicts. |        |              |                           |                    |                            |                    |                                         |