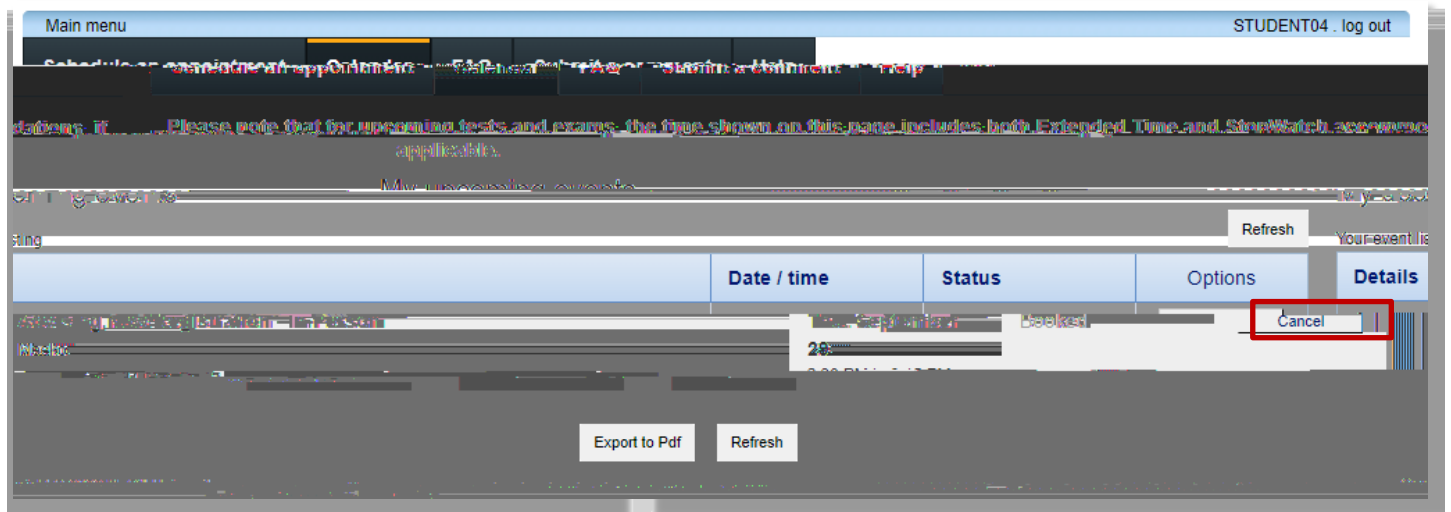


The first step to accessing your SAA calendar is to access the ClockWork site from an internet browser. Click the following link: <https://students.accessibility.mcgill.ca/ClockWork>.



Next, click the **Calendar** button. The Calendar will appear.

The Calendar displays all of your registered appointments, including exams and tests that you have registered for.



The **Date / time** and **Status** of each event will be displayed, along with the status. If at any point you need to **Cancel** your appointment or exam booking with Student Accessibility and Achievement, click the **Cancel** button next to the event line.