

What, How, When, Where, & Why?

BEST PRACTICES FOR ACCESSIBLE COURSES AT JEFFERSON STATE COMMUNITY COLLEGE

Equal Access

- What?
- Health Conditions, Mobility, and Sensory Impairments
- Psychological Disorders
- Traumatic Brain Injuries (TBI)
- Learning Disabilities and ADHD

Equal Access

- How ?
- Extended time on exams
- Distraction reduced testing environment
- Permission to take breaks/leave room briefly
- Consideration for absences/make up exams
- Peer note taker/recording lectures
- Calculators- Math 098 and above

Equal Access

- Where ?
- Classroom or online
- Screen readers, magnification software, captions
- ADA Accommodations Office
- Distraction reduced testing
- Books in alternate format

Equal Access

- When ?
- Submission of Accommodation Letter
- Discuss during office hours/after class
- Extended testing arrangements
- Notes
- ****Accommodations must be “reasonable” and not alter essential academic requirements

Equal Access

- Why?
- Rehabilitation Act of 1973/Title II ADA
- Form of diversity
- Social justice
- Equal Access for all individuals

Equal Access

- ADA Accommodations Office
Jefferson State Community College
- Anne R. Sherman M.S., CRC
(Certified Rehabilitation Counselor)
- arsherman@jeffersonstate.edu
- Faculty Handbook- www.jeffersonstate.edu/ada

Equal Access

- Questions?

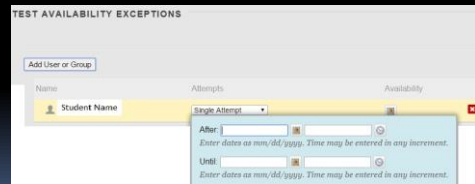
Blackboard and Online Accommodations

- Distance Education and Technology
Jefferson State Community College

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Blackboard and Online Accommodations

- Testing accommodations
 - How to set up online quizzes in Bb with extended time



TEST AVAILABILITY EXCEPTIONS

Add User or Group

Name	Attempts	Availability
Student Name	Single Attempt	

Alter: Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Until: Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Blackboard and Online Accommodations

- Documents and Multimedia Considerations
 - Syllabus ADA Statement, MS Word, PowerPoint, and Closed Captioning, Videos (Tegrity)

Syllabus Statement

- Disability: Jefferson State Community College is compliant with Section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act of 1990 as amended in 2008. Students having known disabilities requiring academic accommodations should contact the ADA Accommodations Office for an appointment (arsherman@jeffersonstate.edu) or 205-856-6077.

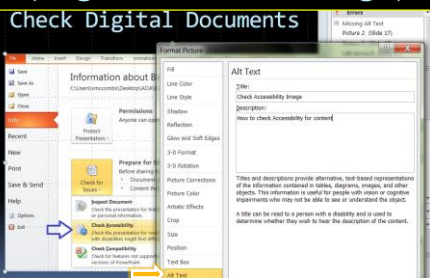
Syllabus (cont'd)

- An ideal way to encourage students with disabilities to discuss needed accommodations is to include the following statement on the course syllabus and to repeat it during the first class meetings.
- "If you need course adaptations or accommodations because of a disability, if you have emergency medical information to share with me, or if you need special arrangements in case the building must be evacuated, please make an appointment to meet with me".

Check Digital Documents



Add "Alt" Text to image (right click on image)



Digital Documents (cont'd)

- Use Meaningful URLs - "ALT" HTML tags on pictures
- Add Headings to structure the document/Using styles and headings in MS Word
- Formatting - (bold word and different size font) to distinguish between important items.
- LMS (Blackboard, Canvas, etc) - black and white, blue and yellow, etc.



Digital Documents (cont'd)

- PowerPoint - Color and Contrast; Text on solid colored background; Layout (use Standard Text Boxes Placeholder) ; Avoid repetitive, moving or blinking content
- Slide Transitions (use sparingly) in classroom; remove for digital material
- Handouts (large size font); use Word to create handouts for Headers and Tables
- PDFs - **not** scanned images so they can be accessible by screen readers
- Screen Reader Check (use down arrow key/tab key)

Images in Bb

Student and Screen Reader

← Add Picture

→ HTML - Add Picture

ADA Accommodations
Example of ADA Student and Screen Reader
Fotolia_52240652_compressed(1).jpg

Adding Image with "ALT" text

Create Image

* Indicates a required field.

SELECT IMAGE FILE

* Name: Student and Screen Reader

Color of Name: Black

* Find File:

Selected File: File Name: Fotolia_52240652_compressed.jpg
File Type: JPG

Alt Text: Example of Student and Screen Reader

Long Description:

HTML Item with "ALT" text

General | Appearance | Advanced

* Image URL: <https://bb9.jeffstateonline.com/courses/1/TR>

← HTML - Add Picture

When attaching a file from your computer, you must first submit the correct item so the file is assigned a permission URL.

Image Description: Screen Reader

Title:

SELECT CONTENT LINK

When attaching a file from your computer, you must first submit the correct item so the file is assigned a permission URL.

Attach File:

Attached File:

File Name: Fotolia_52240652_compressed.jpg

Name of Link to File:

File Type:

Do not attach when this image is a 1:1 screen capture or that our users require technology such as screen capture. All images are automatically the correct type or are automatically valid items.

Open in new window: Yes No

Click Backward to proceed. Click Cancel to go back.

→ HTML - Add Content Link

Blackboard and Online Accommodations

- Resources (Accessible Online Environment)
 - [Web site Guidelines](#)
 - [Universal Design](#)
 - [YouTube Videos](#) (Design)
 - [YouTube Video](#) (PowerPoint)
- Instructor Resources
 - <http://www.jeffersonstate.edu/resources-for-instructors-de/>

Blackboard and Online Accommodations

- Questions ?