TRUE AIM Glossary

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Accessible Formats/Specialized Formats:

Examples of Accessible/Specialized formats are: Braille, Large Print, Audio, Digital Text.

Authorized Entities:

Authorized entities are nonprofit organizations or governmental agencies that have a primary mission to provide specialized services relating to training, education, or adaptive reading or information access needs of blind or other persons with disabilities. Authorized entities do not require permission from publishers to create materials in a specialized format. The Iowa Department for the Blind and Bookshare were selected by the Department of Education as the sole authorized users to the NIMAC.

Bookshare:

Bookshare is **free** for qualified U.S. schools and students through a $32 million award from the U.S. Department of Education, Office of Special Education Programs (OSEP), so this program will not incur any additional costs for your district. Bookshare will serve our students with print disabilities, such as blindness, low vision, a physical disability or reading disability that makes it difficult or impossible to read standard print. Qualified students will have access to tens of thousands of books including textbooks from the NIMAC, educational reading, reference materials, fiction, and newspapers and magazines. In addition, Bookshare offers free software applications that read digital books.

Bookshare will also help your district obtain digital textbooks from the NIMAC. The Iowa Department of Education has named Bookshare as one of our Authorized Users of the NIMAC. If a book is in the NIMAC and not yet in Bookshare, and your teachers seek a digital accessible format for students, your teachers will be able to go directly to Bookshare and request the book. Bookshare will have the book ready for your students within a couple of days.

Blind: Persons whose visual acuity, as determined by competent authority is 20/200 or less in the better eye with corrective lenses, or whose widest diameter if visual field subtends an angular distance no greater than 20 degrees.

Chafee Amendment:

The Chafee Amendment to the Copyright Act, 17 U.S.C. Section 121, allows an "authorized entity" to reproduce or distribute copyrighted materials in specialized formats for blind or other disabled students without the need to obtain permission of the copyright owner. Authorized entities are governmental or nonprofit organizations whose primary mission is to provide copyrighted works in specialized formats to blind or disabled people.

Competent Authority:

In cases of Blindness, Visual Impairment, or Physical disability, Competent Authorities include doctors of medicine or osteopathy, ophthalmologists, optometrists, registered nurses, nurse practitioners, physician assistants, therapist, professional staff of hospitals, institutions, and public agencies (e.g., Area Education Agency (AEA) support and related service personnel, teachers of the visually impaired, social workers, counselors, or rehabilitation teachers.) Certification may be made by professional librarians or by any person whose competence under special circumstances is acceptable to the Library of Congress. In the case of a Reading Disability from an organic dysfunction, the certifying authority must be a doctor of medicine or Dr. of Osteopathy who may consult with practitioners in other disciplines.

IEP: **Individualized Education Program**

The term individualized education program or IEP is a written statement for each child with a disability that describes the student's special educational program. Each IEP is a legal document that spells out, among other things, the special education services, activities and supports each student will receive.

Iowa Department for the Blind Instructional Materials Center Format Descriptions:

Braille – Hard-copy Braille. You may choose from the following formats: contracted or uncontracted; interpoint or single-sided; single-spaced or double-spaced.

Electronic or Digital text:

Braille-Ready Format (BRF) – ASCII text in textbook format; prepared for immediate embossing; readable with refreshable Braille display or Braille-enabled synthetic speech device. Capable of rendering full formatting information as well as complete math, science, music, and foreign language notations.

Text-based Daisy Format – Composed of a specific file set that opens with Object Package File (extension OPF). Requires hardware or software Daisy reader. Provides full access to literary text as well as easy navigation.

Hypertext Markup Language (HTML) – Can be easily read and navigated in a standard web browser and can also be imported faithfully into most word processing software such as MSWord.

Kurzweil 3000 (KESI) format – Proprietary KESI file format, primarily for reading disabled students who need the scaffolding and learning supports provided by the Kurzweil 3000 software suite. Created by scanning, editing, and zoning printed text. Provides exact page layout in color or b/w.

Large print – Hard-copy large print. The standard size is 18 point. Some materials may be 14 point or larger than 18.

Standard audio – 4-track, 15/16 ips cassette tapes, produced by the National Library Service for the Blind and Physically Handicapped (NLS) or locally recorded by IDB or another regional library. Requires an NLS cassette playback machine or other 4-track, slow-speed player.

Digital audio – NLS and locally recorded materials, available on flash memory cartridge for use in the NLS digital talking book machine (DTBM). NLS books may also be downloaded through the BARD website. Requires user ID and password available upon registration with BARD. Downloads can be played on NLS DTBM or third-party hardware or software with NLS key, such as the Victor Reader Stream. Human voice recordings, can be navigated, depending upon the level of markup. Daisy/NISO format.

RFB&D audio – Human voice recordings on CD or available by download from Recording for the Blind and Dyslexic. CDs require compatible player such as the Victor Vibe or the Victor Wave. Downloaded material will play on the NLD DTBM when RFB&D key is applied. Navigable, often down to the page level. Daisy/NISO format.

Mp3 audio – Locally recorded materials in human voice; converted from digital audio files upon demand. Can be played on standard mp3 player such as an iPod. Not navigable. NOTE: Only text books and core text materials can be produced in mp3 due to copyright restrictions and may only be used by Chafee-eligible students.

NIMAC: **National Instructional Materials Access Center**
Will serve as a national repository for NIMAS files and as a conduit through which NIMAS files are made available only to authorized users so that these files may be converted into full accessible textbooks and instructional materials for students with qualifying disabilities.

NIMAS: **National Instructional Materials Accessibility Standard**
NIMAS means the standards to be used in the preparation of electronic files for efficient conversion into specialized formats for students who are blind or print disabled.

Organic Dysfunction:
For NIMAS eligible students, the cause of the inability to read print material, such as blindness, paralysis, loss of arms or hands, extreme weakness, or palsy, is readily observable. In these cases, professionals in various fields related to health care, education, or rehabilitation are acceptable as certifying authorities. With persons who have a print disability, usually only the effect is readily apparent. The cause, when physical, lies within the central nervous system, and, under the existing regulations, this cause can be determined only by competent medical authority. The signature of a doctor of medicine or osteopathy is required on the application to certify not only that a print disability exists and is serious enough to prevent reading regular printed material in a normal manner, but also that the identified condition has a physical basis. Nonorganic factors such as emotional or environmental causes, intellectual or educational deficiencies, or other possible nonorganic or nonphysical cause must be ruled out and cannot be taken into consideration. The following groups of students are not automatically eligible: those who have learning disabilities, dyslexia, attention deficit disorder, attention deficit-hyperactivity disorder, chronic-fatigue syndrome, autism, functional illiteracy, or mental retardation, unless there is a specific accompanying visual or physical handicap. These terms also do not automatically disqualify these students either.

Physically Disabled:
Students with “print disabilities” under the Copyright Act as Amended are those who have been certified by a competent authority as unable to read printed materials because of visual impairment or blindness, physical limitations, or an organic dysfunction.

Print Instructional Materials:
The term print instructional materials/ means printed textbooks and related printed core materials that are required for use in elementary and secondary schools.

Reading Disabled:
Persons certified by competent authority as having a reading disability resulting from organic dysfunction and of sufficient severity to prevent their reading printed material in a normal manner. Persons with reading disabilities, regardless of severity, that do not have physical origins are not covered. The following diagnoses or disorders do not create automatic eligibility: learning disabilities, dyslexia, ADD, ADHD, Autism, mental retardation.

Teacher of the Visually Impaired (TVI):

The teacher of the visually impaired (TVI) is primarily responsible for specialized instruction and services required to meet the unique educational needs of visually impaired students. The TVI should assess the student and develop recommendation on what accessible format is appropriate. The TVI may also be asked to make contact with the Iowa Department for the Blind or Bookshare to begin the process of developing the accessible format for the student.

Textbooks and Core Instructional Materials:

Printed textbooks and related printed core materials are texts that are written and published primarily for use in elementary and secondary school instruction. It does not include other types of books and trade publications. Core Instructional Materials does cover other materials required by students for use in the classroom.

Timely Manner:

"Delivering those accessible instructional materials at the same time as other children receive instructional materials". Iowa Rules of Special Education – 41.172 (1) b

Visually Impaired:

Persons whose visual disability, with correction and regardless of optical measurement, is certified by competent authority as preventing the reading of standard printed material.

Resources

http://trueaim.iowa.gov
http://www.CAST.org
Bookshare – http://www.bookshare.org
Iowa Department for the Blind - http://www.idbonline.org/

For more information contact http://www.aim.cast.org