Welcome to our webinar on Accessible Instructional Materials, Part Three: AIM support at your fingertips.
Thank you for joining us. In this module, we will present resources that will help you access training when you need it most. My name is John Paul Harris and I am the Project Coordinator of the Wyoming Clearinghouse for Accessible Media and Materials. We are partially funded by the Wyoming Department of Education, and we are located on the University of Wyoming campus. Thanks for joining us!

If your students have difficulty reading or using standard print materials, they may require specialized formats of textbooks and related core print instructional materials. The complexities, challenges and opportunities related to the provision of accessible instructional materials (AIM) are explored in this series of modules. You may see a slight overlap in the content.

Part One of the series provided a general introduction to AIM and some highlights of the legal context.

Part Two laid the foundation of a process for how state education agencies (SEAs) and local education agencies (LEAs) can make decisions regarding need, selection, acquisition and use of AIM and also included an introduction to the AIM Navigator, a process facilitator for decision-making teams.

Part Three focuses on the National Center on Accessible Instructional Materials (AIM Center) and the products that are available to support everyone in the use of accessible instructional materials.
The AIM Center is located at the Center of Applied Special Technology (CAST) and is funded by the U.S. Department of Education’s Office of Special Education Programs (OSEP). The purpose of the AIM Center is to provide information, offer technical assistance, encourage leadership that supports the timely implementation of AIM with students who need them for educational participation and achievement.

The AIM Center Web site is located at http://aim.cast.org.
At the AIM Center, you can find information about what’s happening in our state, upcoming Webinars, links to other sites, and more focused AIM Resources.
The Learn section of the website contains information on NIMAS and AIM, and is a great place to check for specific training, past webinars and presentations.
The Experience section includes information, tools, resources for training, decision-making and file conversion. Many of the featured products were developed by the 15 states that were involved in the original AIM Consortium.
The Collaboration section is where everyone has the opportunity to not only gain information, but also use social media tools to be a part of building information through collaborative discussion with others.

In the Collaboration section, there are places to sign up for the AIM Connector (an e-Newsletter), join a listserv or participate in the AIM forums. There’s something great for everyone – it feels a little like UDL, doesn’t it?
Look around!

- Check out the website
- Explore all areas
- Let them know if there are tools or other things you need

The AIM folks encourage everyone to further explore all the areas of the AIM Center Web site and to let them know if other topics that should be included.
In order to support effective decision-making in all phases of need, selection, acquisition and use, the AIM Center Web site (http://aim.cast.org) provides numerous training and teaching products that are Web-based and free.

The only exception is the DVD, which I can provide you at no cost. When you’re serious about providing AIM to your students, drop me an email or call us and we’ll mail out the DVD. I think you’ll be pleased with the video content.
A tool to consider in the decision-making process: The AIM Navigator
The AIM Navigator, which was discussed in Part Two, is a free and accessible web-based tool to help guide teams through the decision-making process.

The four major decision points in the process include:

1) determination of need, 2) selection of format(s), 3) acquisition of formats, and 4) selection of supports for use. The AIM Navigator provides extensive support for decision-making at each point by providing guiding questions, resources and links to other tools created by the AIM Consortium.

The AIM Navigator is available at aim.cast.org/experience/decision-making_tools/aim_navigator
Lets begin our discussion of the AIM Navigator with an introduction to the online tool. This is the home page of the AIM Navigator. Each tab at the top of the page represents one of the four decision points. We will progress through each of the four decision points. At the end we will have a student summary.

The AIM Navigator is designed to be a process facilitator as opposed to a screening instrument or a diagnostic tool. The tool can be used online but is also available in a print document for collecting information and identifying who will be responsible for each step.
The AIM Navigator menu will guide you through the four major decision points:

1) determination of **NEED**,  
2) **SELECTION** of format(s),  
3) **ACQUISITION** of formats, and  
4) Selection of supports for **USE**.
Here is a screen shot of the NEED page of the AIM Navigator. At each step there are plenty of descriptions and help menus. In this example, when a radio button is checked a description is given to help facilitate your decision-making process.
AIM Navigator: Help Me Decide Menu

- The Help Me Decide menu appears on the right side of the Navigator and will guide you through the decision-making process at each checkpoint.

Also, the help menu on the right side offers information to help in the decision-making process.
Here is a screenshot of the Selection page of the AIM Navigator. We can list the specialized formats that are needed for each printed material.
The Navigator will produce the Student Summary at the end of the session. This summary is an effective means to track decisions and communicate plans for the student’s future AIM requests.
Another tool for consideration in the decision-making process: the AIM Explorer
The AIM Explorer

- Simulation tool
- Combines grade-leveled digital text with access features common to most text readers
  - Magnification
  - Text color
  - Background color
  - Text-to-speech (synthetic and human)
  - Text highlighting

The AIM Explorer is a free downloadable simulation tool that combines grade-leveled digital text with access features common to most text readers and other supported reading software. Educators, families and students can use the AIM Explorer to try out a variety of settings for magnification, colors of text and background, text-to-speech (synthetic and human), text highlighting and layout options.

Each of these features is presented in a logical sequence, and working through the simulation can help educators, families and struggling readers decide ways in which these supports can be configured to help with access to and understanding of text. The AIM Explorer collects information as users progress through the system and creates a summary report that includes all collected information.

aim.cast.org/experience/decision-making_tools/aim_explorer/explorer_installation
Using the AIM Explorer we can determine the magnification needed for text-enlarged AIM requests.
Changing the Colors of the Text and Background

- The most commonly used color selections are available from this screen.

Determination of the text and background colors needed for AIM requests.
Determination of student preferences for audio (i.e. DAISY) AIM.
Even more tools
More Tools: AIMing for Achievement DVD

- Designed for training and teaching
- Addresses legal issues
- Discusses a student-centered, decision-making process
- Provides an overview of who can have what
- Includes detailed discussions related to other supports for using AIM

Aiming for Achievement DVD

The AIMing for Achievement DVD includes content of national impact on a variety of topics, including legal issues, a student-centered decision-making process, an overview of specialized formats, a review of multiple sources from which to acquire specialized formats, and an overview of which students can receive materials from each source, as well as detailed discussions about technology and other supports for using accessible instructional materials. The DVD content is designed to be useful across multiple environments with differing models of service provision rather than highlighting a single model. The DVD contains interviews and illustrative scenarios that increase awareness and knowledge that support timely provision of AIM to students who need them for educational participation and achievement.

An informational video about the AIMing for Achievement DVD can be viewed on the AIM Center web site at aim.cast.org/experience/training/AIMAchvDVD.
Let’s discuss the reference and resource tools available at the AIM Center.
Comparison chart of federally funded AMPs available at:
http://aim.cast.org/learn/practice/acquisitiondistribution/aim_amp_guide
Research products by features:

1. Supported file formats
2. Navigation
3. Visual supports
   - Change font size
   - Change font colors
   - Change screen color
   - Display DAISY images
4. Reading supports
   - Adjustable voice speed
   - Synchronized text highlighting
   - Convert text to MP3
5. File managing supports
   - Text search
   - Bookmarking
6. Learning supports
   - Text highlighting
   - Outline generator
   - Audio notes

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[http://aim.cast.org/experience/decision-making_tools/tutorials/aim_products_chart](http://aim.cast.org/experience/decision-making_tools/tutorials/aim_products_chart)
The AIM Center provides two free online classes:
1. Accessible Instructional Materials.
2. Preparing Accessible Instructional Materials for Students with Print Impairments.

These classes are developed on the Moodle platform and can be imported into your organization's online classroom Moodle management system.

http://teachweb.cast.org/moodle/

The AIM Center provides two free online classes, titled: Accessible Instructional Materials, and Preparing Accessible Instructional Materials for Students with Print Impairments.

These classes can be imported into your school's learning management system, if you are using the Moodle platform. Online classes are available at http://teachweb.cast.org/moodle
This concludes AIM Part Three: AIM Support at Your Fingertips. Thank you for attending.

Our next training module is Part Four: Introduction to the Authorized Media Producer Bookshare.