



Coordinator's Corner

With another semester behind us, I wanted to take a moment to thank everyone for their commitment to helping Potsdam students with disabilities gain access to the educational opportunities our campus has to offer. This newsletter will briefly cover Brightspace, a survey, accommodation plans, extended testing time, and document information for new faculty.

Best wishes for an enjoyable spring semester!

Brightspace and Accessibility

Did you know Brightspace was built with accessibility in mind? With accessibility checkers, built in features, and how-to instructions, if something is not quite right, Brightspace can help Potsdam meet web and document standards.

A look at some features



Accessibility Scorer: Easily see if your content meets standards. Click on the icon to see how you can make improvements.



Alternative Format: Converts content into multiple different options including ePub, MP3, immersive reader, and electronic braille.



Listen | Supports "read aloud" option for content including tests and quizzes and is active for all Potsdam students. Additionally, students can enlarge text, change text mode, enable page masking and download content as an MP3.



Insert Stuff: Available within the students' portal it allows them to add a self-made video. Great option for allowing students to answer discussion forums with a means beyond writing.

Don't forget about the [Brightspace Training Guide](#) to learn more.

Help Me Help You

Please take a [short survey](#) to help me target the content you want/need from this office. Questions include presentations, guest speakers, accommodation letters and a chance to provide feedback.

"This is so much easier; I love that I can request an accommodation plan day or night."



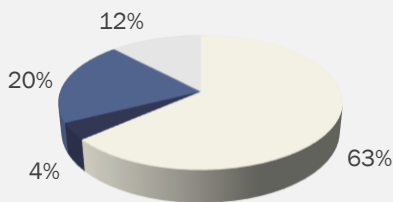
- 1.** Semester Accommodation letters are emailed to faculty and students and include hyperlinks. So, check your inbox.
- 2.** Returning students request their accommodation letter by submitting an online form. No additional appointment needed.
- 3.** Reminder: Students have the right to request their accommodations at any point during the semester.

*I received an
Accommodation
Letter via email from
OAS...
Now What?*

1. Review the letter with the student and discuss the specifics of each accommodation request. Create a plan for how to accommodate.
2. Provide the authorized accommodations as long as the accommodation does not alter the fundamental nature of the course. Please contact OAS if you feel it does.



2022 Student Population



2 out of 10

Number of college students that self-identify as having a disability.

<https://nces.ed.gov/fastfacts/display.asp?id=60>

The Potsdam OAS office serves roughly 200 students with classroom accommodations each year, which may mean many of our students do not disclose their disability.

63% = **Neurodevelopmental**
Learning, Autism, ADHD, Speech
4% = **Sensory**
Vision, Deaf, Hard of Hearing
20% = **Mental Health**
12% = **Physical/Medical**
Chronic Medical Condition, Mobility,
Orthopedic, TBI

Extended Test Time - Frequently Asked Questions

Question: If I give everyone time and half then I do still need to extend exam time for students with accommodations?

Answer: Yes. Extended time is time **on top of** what other students are allotted. If you allow 30 minutes, then students with accommodations will receive 45-60 minutes.

Question: Are students who are approved for extended time required to take tests/quizzes in OAS?

Answer: No, students approved for this accommodation may decide to test in the testing center with extended time or to test in the classroom with the understanding that they may not be able to use their extended time. Please speak with your student when you receive their accommodation letter regarding if they wish to remain in the classroom and if you are unable to provide accommodations.

Syllabus Statement

Please check your syllabus to make sure your information about OAS is current. For syllabus examples please visit the [accommodative services syllabus statement examples](#).

Pop Quiz Conundrum

Food for thought: Five-minute pop quizzes during classes then necessitate a time extension of 2.5 to 5 minutes more and leave the professor and the rest of the students waiting. So, what is an alternative? Read [“The Accommodation Dilemma of Pop Quizzes”](#) by Ruth J. Fink, Ph.D.

Information for New Faculty

A PowerPoint is available on the OAS website which explains more information about this office. We encourage everyone to take a look. [Office of Accommodative Services Helpful Tips PowerPoint](#)