Disability Services
COVID Response Remote Delivery Guidance

Disability Services is working diligently to adapt to remote delivery services and to continue to provide our students with the most valuable support possible during this difficult time. We understand this is a challenge for everyone and hope that the following guidance will be of assistance in equitable delivery and accommodation management.

Recorded Lectures:

We recommend that recorded lectures are posted on Canvas for student review within 24 hours of delivery. This will allow students with adaptive technology and other accommodations to review lectures later.

Attendance Flexibility:

Many of our students' health considerations are exacerbated during this time. You will likely see more of this accommodation than you have in the past.

Extended Due Dates:

This accommodation will remain the same. Students must communicate their needs for an extended due date in advance. This accommodation is subject to "where possible and appropriate" caveats.

Screen Readers/Text-to-Speech/Speech-to-Text:

- Screen readers are used for students who are sight impaired. These programs describe an entire computer screen, including text boxes, and cursor placement.
- Text-to-speech software (Kurzweil) is more often used by our students than a screen reader. This software only reads the text on the screen and allows the student to highlight the areas they need read aloud as needed.
- Speech-to-text software (Dragon) provides a transcript of spoken words on a computer screen.

Accessible Documents:

An accessible document is one that can be read via text-to-speech software.

Section 508 of the American with Disabilities Act mandates that all electronic information provided by a federally funded educational institution be accessible to individuals with disabilities.

It is not required that students with disabilities register with the DS office or request accommodations. It is unknown how many students use this software on their own.

Disability Services recommends that all documents required for a remote course are in an accessible format.

Videos:

All videos provided as course content, must be captioned in accordance with Section 508.

Testing:

If a student has extended time on exams, this also includes quizzes. Please keep this in mind when setting up quizzes in various e-learning programs/platforms.

Testing accommodations can be very complicated in this format. Below is the information we do know about the programs currently used by Oregon Tech.

- **Proctor U:**
  If a student needs the accommodation of text-to-speech/speech-to-text software, they will need to be sent single user exams so the AI sensitivity can be adjusted so as not to interfere with the software.
  Faculty will be responsible for setting up single user exams in Proctor U for qualified students with this accommodation.
  Proctor U does not work with a lockdown browser.
- **Respondus (LockDown Browser)**
  None of the screen readers, text-to-speech, or speech to text software are compatible with a lockdown browser.

Additional Recommendations:

Upon receipt of accommodation letters, Disability Services highly recommends that faculty connect with students via phone, email, or, preferably, a video chat to discuss delivery of accommodations and supports the student may need to succeed.

Disability Services Support Role:

As we adapt to this ever changing and unprecedented time, the role of Disability Services is very important to ensure our students are provided equal access to their education.

We will be working closely with students to understand their needs as the term progresses. You may see new accommodation letters with accommodation modifications throughout the term.

If you have questions or concerns about accommodations during remote delivery, we will do our best to help you or direct you and your students to the best resources.