

Navigating Accessible Educational Materials: Accessible Formats

Guiding Questions for the Decision-Making Team

Step 1: Determine a student's need for an accessible format

The following questions will help a decision-making team deliberate a student's need for one or more accessible formats.

What information or data would indicate that a student can use the educational materials provided for the school's curriculum?

If a student is making adequate progress and spending reasonable amounts of time on tasks that require obtaining information from educational materials used for instruction, then the team can determine that there is no need for accessible formats. Data and information can be collected through:

- Informal observations by teachers and parents
- Interviews with students, parents, and teachers
- Classroom-based assessments
- Curriculum-based assessments
- Academic progress
- State-wide and district-wide assessment results

What are some questions a team may explore to determine if a student may not be able to make effective use of the educational materials provided for the school's curriculum?

There are many reasons why a student may have difficulty using educational materials.

Examples of questions the team might explore include:

- Can the student see the material well enough to read the information?
- Can the student physically manipulate the material without undue effort?
- Does the student have the necessary physical stamina (e.g., sitting upright, alertness) to read for extended periods of time?

- Can the student decode letters and words at or near grade level?
- Can the student read with fluency at or near grade level?

Is there a general indicator that a student could use or learn to use an accessible format effectively?

A primary indicator would be that the student understands the content of educational materials when they're provided in a particular format. For example, when printed material is provided in digital text format and used with text to speech, the student understands the content and can use the information.

These questions and answers originated from the AIM Navigator, a tool developed by the National Center on Accessible Instructional Materials (AIM Center) and later maintained by the National Center on Accessible Educational Materials (AEM Center). They were updated for use in this module.