

Guidance on Accommodations for Students with Disabilities in a Pandemic

Taft College

Disability Support Programs and Services (DSPS)

March 18, 2020

Students new to online format:

Please note that some students chose a face to face format for instruction and to accommodate their learning style. Some students have not had an online course format with previous courses and are entering into the course at this point with no experience. This can be very overwhelming to the student. Please allow for some transition time and a learning curve for those students. Areas that DSPS commonly sees as questions or issues include, due dates of assignments and exams, how to upload assignments, accessing discussions, checking grades and extended time on tests.

Instructional Materials:

- Preferred formats are Canvas, email, MS Word, Powerpoint. (PDF is not preferred as many of these documents are not accessible).
- Videos must be captioned accurately, check for accuracy.
- Audio files must also include accurate written transcripts.
- Links to content off campus such as You Tube videos or documents must be accessible.

Lectures and note taking:

- For most online teaching modalities that include a written record, such as a Powerpoint, Word docs, and Canvas discussion boards, note taking should not be necessary.
- Instructors may post their own lecture notes.
- If you are simulating a face to face class, such as streaming videos or Zoom meetings, please refer to distance education for addition tools and supports to assist you with your courses.

Alternate Media:

- Students needing alternate media, should be directed to contact DSPS.
- DSPS is working on distance education tools to make educational material accessible to you and your students. More to come in the following weeks.

DSPS staff and faculty are here to help you with the transition. Please contact us (email is best) with any questions or concerns.

Janis Mendenhall	Coordinator/Counselor	(661) 763 - 7827	jmendenhall@taftcollege.edu
Amar Abbott	High Tech Access Specialist	(661) 763 - 7977	aabbott@taftcollege.edu
Antonio Alfaro	Learning Disability Specialist	(661) 763 – 7927	aalfaro@taftcollege.edu