

2017-18 Vision Resource Center Handbook

North Dakota Vision Services /

School for the Blind



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Welcome to a new school year! The Vision Resource Center (VRC) at North Dakota Vision Services/School for the Blind is ready to serve you – vision professionals, educators, students, clients, and families – for another year. We invite you to drop in to meet the staff and browse our materials during regular business hours.



The VRC manages and distributes professional resources, leisure reading materials, textbooks, adaptive and educational aids, and many other resources that have been obtained through federal and state funding and grants. We strive to offer the latest in both professional and practical information for individuals whose lives have been touched by visual impairment or blindness.

The Vision Resource Center encourages all eligible North Dakotans to take advantage of the services that we provide. This handbook is meant to serve as a reminder of all that we can do for you. Please do not hesitate to ask questions or request information from any of the VRC staff members.

Have a great school year!

Find more information about the VRC on the following pages.

Library	3
Special Collections	3-4
APH	5-6
Braille Access Center	7
Talking Book Machine Lending Agency	7
Flowchart <i>How to Acquire Textbooks for Eligible Students</i>	8
Flowchart <i>Are APH LP e-files right for my student?</i>	9

Library

The library within the VRC has a wide variety of materials for leisure, academic, and professional reading needs. The library houses:



- twin vision children's story books;
- braille and large print chapter books;
- braille and large print adult leisure reading materials;
- audiobooks;
- descriptive video DVDs;
- professional resources for vision teachers, parents and families, special educators, and students studying to be vision professionals.

For more information about the library, or to request materials, contact Emily Stenberg.

Special Collections

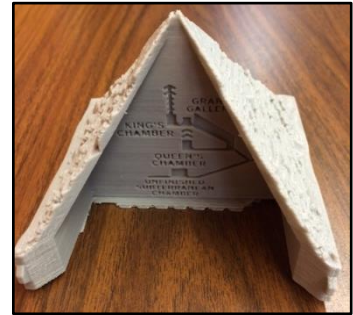
The VRC also houses a few special collections of materials, including:

Deaf/Blind Sensory Library

This professional collection of current resources is funded by the North Dakota Dual Sensory Project. Educators, medical professionals, and parents and families can access these materials, which focus on a variety of topics surrounding dual sensory loss. Contact Emily Stenberg to request materials or for more information about this collection.

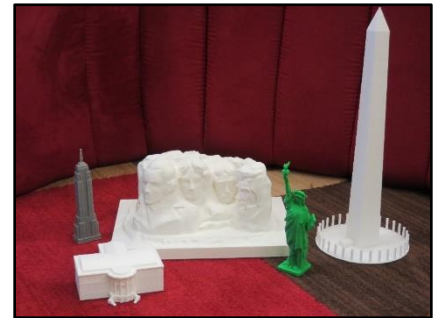
3D Model Collection

The recent acquisition of a 3D printer has allowed us to begin printing plastic 3D models of objects. These models allow students and clients to engage tactually with structures and figures that they are learning about.



Our 3D model collection is growing and currently includes over a dozen tactile models focusing on science, math, and social studies topics.

Models can also be printed on request. Contact Leslie Pederson to request a model be created for your student's needs. Contact Emily Stenberg to have a model from the collection sent to you.



Sensory Education Library

This collection allows parents and teachers to borrow educationally stimulating toys, switches, and other sensory learning equipment. Items in this collection are checked out via recommendations from vision professionals. For more information about the Sensory Education Library, please contact Lori Foley.

Vision Assessments Collection

Assessments are provided to vision professionals to use when evaluating visual acuity and functioning. These charts, kits, and other items may be needed for LMA, FVE, or other vision or intelligence testing. Contact Emily Stenberg for more information about the Assessments Collection.

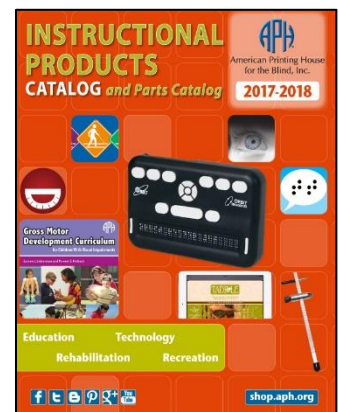
APH

The American Printing House for the Blind (APH) manufactures educational, workplace, and independent living products for people who are visually impaired. At the beginning of each year, every state conducts a census of visually impaired persons to determine the amount of APH's federal funds it will receive for the coming year. These quota funds are then used throughout the year to purchase textbooks and adaptive and educational aids for eligible students and adult clients. If you are a service provider, watch for information about the census in January to ensure all eligible North Dakotans are counted.

APH Adaptive Aids and other Educational Aids

The Vision Resource Center keeps many educational/adaptive aids from APH on hand, and these can be requested for any eligible student in North Dakota. These items include braille paper, tactile rulers, stickers, signature guides, student workbooks, etc. All items found in the APH catalog can be requested for eligible students. If an item is not on hand, and the item is deemed educationally necessary, it will be ordered and paid for with quota funds, as long as adequate funds remain.

Please note that funds are limited and no request is guaranteed. To search for APH products online, visit www.shop.aph.org. For more information about APH products or to request materials, please contact Lori Foley.

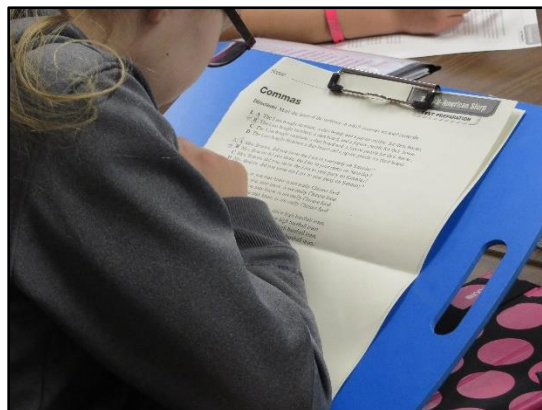


Adapted Textbooks

Regional coordinators, vision teachers, and regular classroom teachers can all request textbooks in alternative formats for eligible K-12 students. These orders can be placed at any time during the year but please order as early as possible, because *4-6 weeks of production time may be necessary*. It is suggested that textbooks needed for the following school year be requested before May 31.

When requesting a textbook, please include the following information:

- student's name
- complete title of textbook
- publisher
- copyright year
- ISBN (ensure that this number comes from the *student* edition of the book)
- format needed (large print, braille, e-book, audio, etc.)



The flowchart on page 8 illustrates the process that is followed after a textbook is requested. On page 9, there is a flowchart that helps teachers decide if the new APH large print e-file textbooks would be a good choice for their student. These PDF files provide students access to graphics that can be manipulated and large print text that can be read aloud on a tablet, all at a lesser cost than traditional large print texts. We urge you to consider this choice if it would benefit your student.

If a book is purchased from APH, quota funds are used.

If the book is not available directly through APH, an Accessible Media Producer (AMP) can be assigned, and that entity will create the textbook in the requested format. Conversely, the Braille Access Center (BAC) at NDVS/SB may also create the requested book on a first-come, first-served basis. If an AMP or the BAC creates the textbook, the school district is responsible for paying for the book's creation.

Note that all textbooks paid for by quota funds or that were loaned out through NDVS/SB need to be returned to NDVS/SB at the conclusion of the school year, or when the book is no longer needed by the student.

Braille Access Center

NDVS/SB's Braille Access Center provides braille and large print materials to organizations, businesses, schools, and individuals who need information in an alternative format. Restaurant menus, church bulletins, newsletters, and personal correspondence are some examples of what the BAC produces in braille or large print formats. This service is provided at a reasonable cost. If you have any questions about producing documents, contact Leslie Pederson.

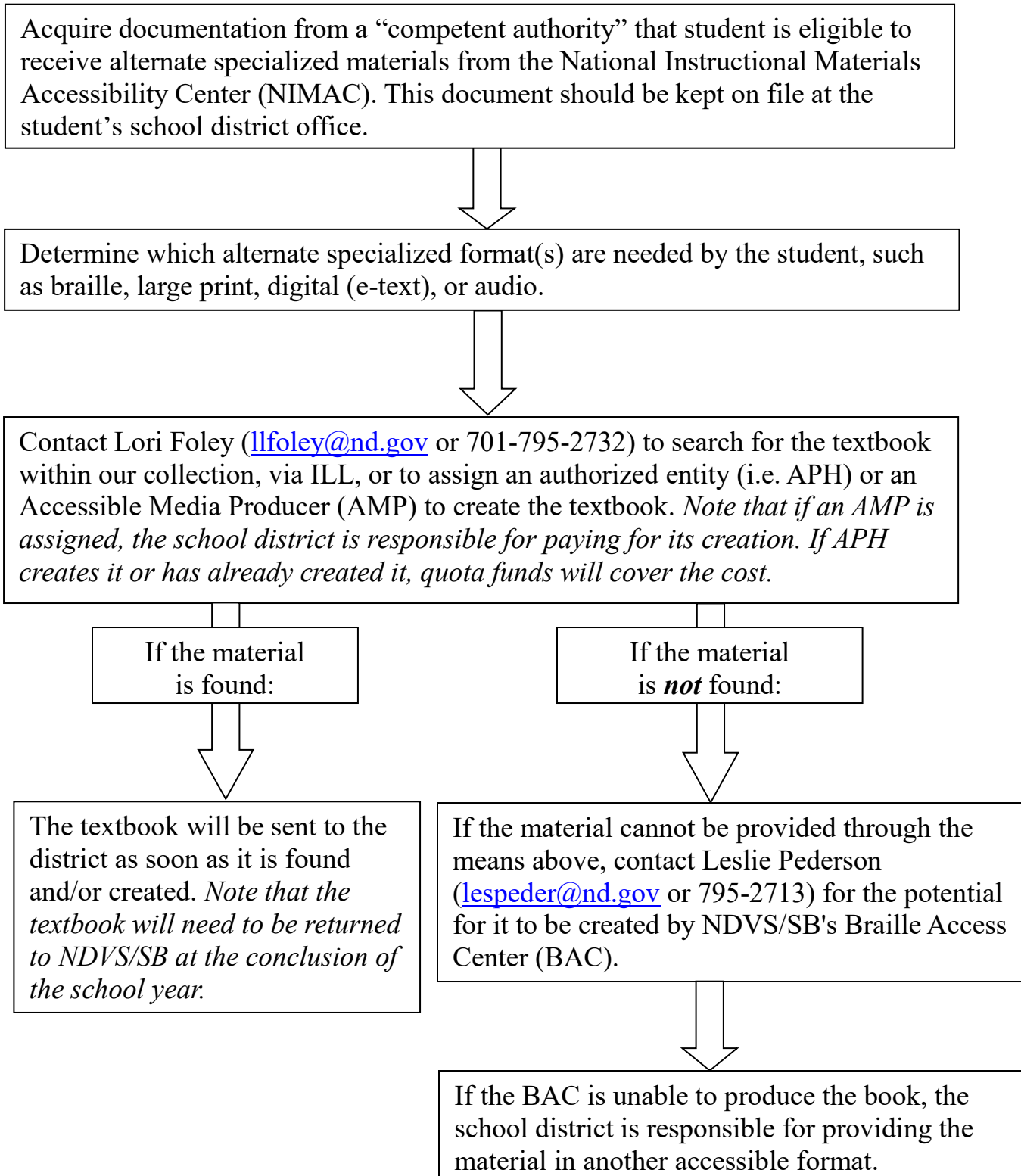
NLS Talking Book Machine Lending Agency

Talking book machines are digital players that can read books or other print materials aloud to a listener. This federally funded service is available to anyone who is unable to read standard print materials as a result of temporary or permanent visual or physical limitations. All materials are free of charge, including postage for receiving and returning the equipment. The books on cartridge are distributed by the ND State Library in Bismarck, while the machines, as well as accessories including headphones and pillow speakers, are distributed by the Lending Agency at NDVS/SB. Downloadable e-books and magazines are also available, through the BARD (Braille and Audio Reading Download) website. Talking Book Machines can be used in the home or at school. Applications to enroll in the Talking Book program are available from the Vision Resource Center. For more information about the Talking Book Program, contact Elaine Legg.

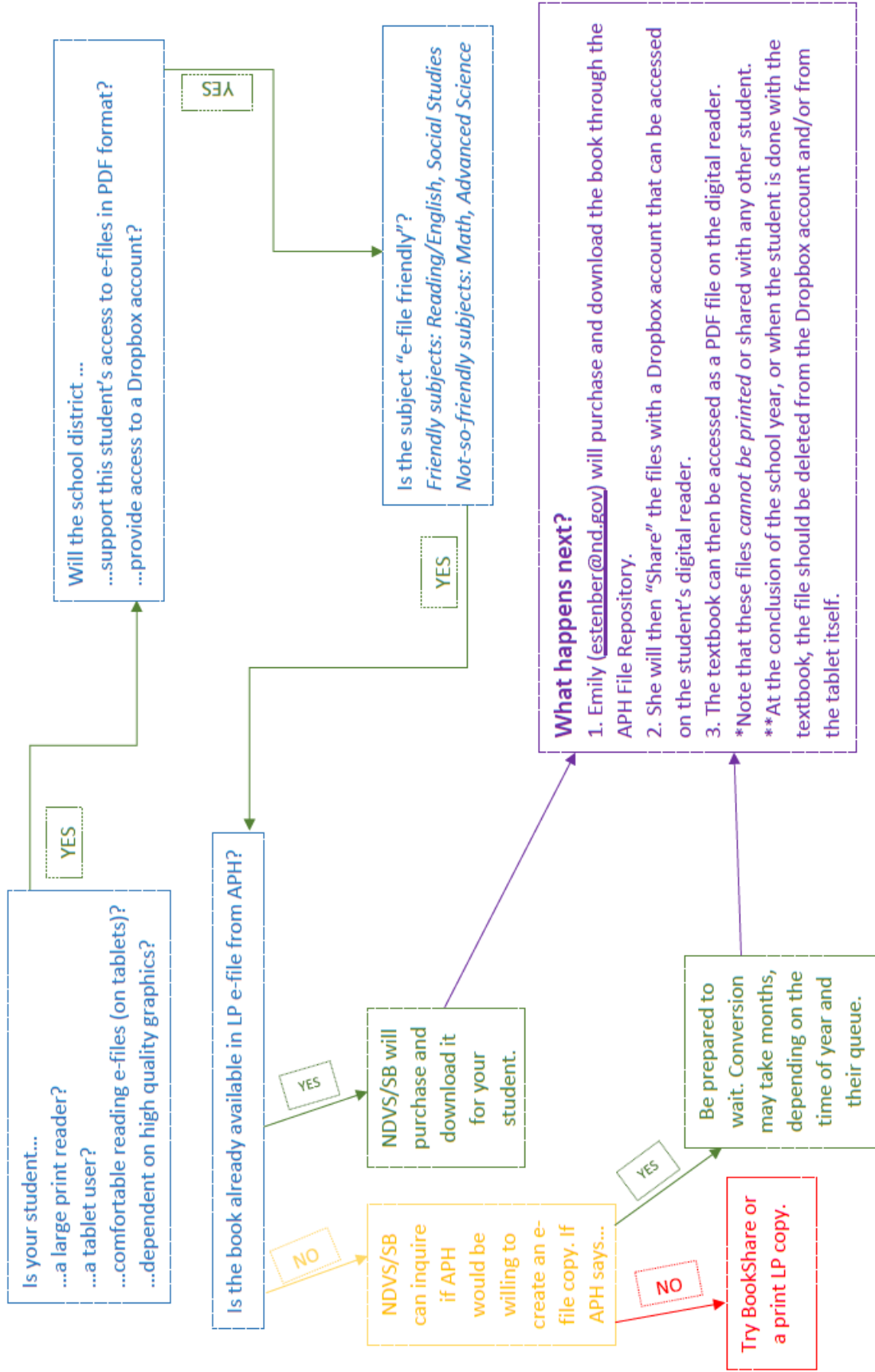


HOW TO ACQUIRE TEXTBOOKS FOR ELIGIBLE STUDENTS

We realize that the process of obtaining textbooks for BVI students can be confusing. Please refer to the next two pages when you are needing to acquire textbooks for your student. We also invite you to call NDVS/SB with any questions you may have about the process.



Are APH LP e-files right for my student?



For more information, visit <http://www.aph.org/tests-and-textbooks/ebooks/> or email Emily at NDVS/SB, estember@nd.gov