

Five Things Schools Should Do to Improve Access to Accessible Instructional Materials (AIM)

1. Send copies of all textbooks to Bookshare.org.
2. Sign up your school for a FREE Bookshare.org membership.
3. Coordinate with the NIMAC.
4. Add language to purchase orders requiring textbook publishers to deposit a NIMAS source file of the textbook into the NIMAC.
5. When ordering textbooks in Braille, make sure the order is placed no later than April 20.

Here's why:

1. Bookshare is a FREE service that scans books and converts them into accessible formats. Copyrighted digital books are available for download to people who submit proof of a disability that affects reading. Recently, Bookshare received a federal grant to significantly expand the availability of accessible electronic books and the software for reading those books. The award will add more than 100,000 new educational books to the existing Bookshare.org collection of over 34,000 titles. Bookshare.org will coordinate with state education agencies, schools and publishers to deliver the best quality content possible and lower costs to help meet their shared obligation to serve every qualified student with a disability in the nation. For more information please visit Bookshare <http://www.bookshare.org> or <http://aim.maineite.org>
2. See Number 1 above.
3. The National Instructional Materials Access Center (NIMAC) is an acquisition system for specialized formats of textbooks and related core instructional materials sold after July 18, 2006. The NIMAC is also a national repository of

electronic files of textbooks and core instructional materials that are submitted directly by publishers. These files, once downloaded from the NIMAC, are then available to be converted to any of four specialized formats (Braille, digital text, audio, or large print). Coordinating with the NIMAC will increase the number of textbooks available in the NIMAC system. For more information, please visit <http://aim.mainequote.org>

4. Adding language to your purchase orders is the best way to coordinate with the NIMAC. Each time you acquire a new textbook for your school a digital version (in NIMAS format) will be deposited by the publisher into the NIMAC system. You may not need that text in accessible format now, but you may need it in the future. The faster we get all textbooks into NIMAS format the better it will be for all students with print disabilities to receive their materials when they need them. For more information, please visit <http://aim.mainequote.org>
5. Converting textbooks into Braille is often most time consuming. Some Math and Science textbooks converted into Braille produce very large volumes that take many months to convert. By ordering your Braille materials early you increase the likelihood that your students will receive their Accessible Instructional Materials in a timely manner. For more information, please visit <http://aim.mainequote.org>