



# Disability Services Newsletter

A publication for students, faculty and staff at North Shore Community College.

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### Important Dates

Spring 2012 Semester

Final exam schedule posted to Pipeline  
April 21, 2012

Day Classes End  
May 11, 2012

Evening Classes End  
May 14, 2012

Final exams, day classes  
May 14-16

Commencement  
May 24, 2012

## Director's Corner

### We've moved!

We are pleased to announce that the Danvers Disability Services Department is now located in the new Health Professions and Student Services Building in room 160. As the Director, I am thrilled about our new space as well as the inviting learning environment that it offers to our students.

The integration of our Disability Services Adaptive Lab within our Disability Services office area has certainly been a personal highlight regarding the move to the new building. The close proximity of the Lab allows for greater streamlining of our services within one area which has made for exceptional service to our students, faculty and staff. I am also pleased to convey that through NSCC's commitment to serving students with disabilities, we have two fully equipped Adaptive Labs with the most recent state-of-the-art assistive technology and software that provides equal access for individuals with documented disabilities on both the Danvers and Lynn campuses.

We welcome you to visit either our new location in Danvers or in Lynn, LW121.

Happy Spring!

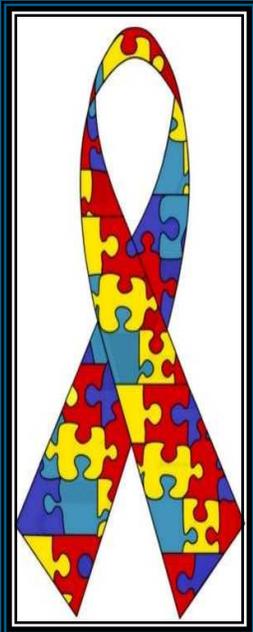
Susan Graham, Director of Disability Services





## *Did you know that April is Autism Awareness Month?*

Autism is a general term for a group of complex disorders of brain development, also known as Autism Spectrum Disorders. Other developmental disorders falling in the spectrum are Asperger's Syndrome, Rett Syndrome, Pervasive Developmental Disorder and Childhood Integrative Disorder. About 1.5 million Americans have been identified as being on the Autism Spectrum and Autism is the fastest growing developmental disability in the United States. Autism affects the way an individual perceives the world and makes communication and social interaction difficult. Most signs tend to emerge between two and three years of age and can include difficulties in social interaction as well as verbal and nonverbal communication, and repetitive behaviors. Some persons diagnosed with an Autism Spectrum disorder excel in visual skills, math and art. Symptoms typically last throughout a person's lifetime. While each individual will share similar symptoms, each individual's experience of Autism will be very personal as well. It is sometimes said, that if you know one person with autism, you know one person with autism.



The jigsaw puzzle design of the ribbon reflects the mystery and complexity of Autism.

The different colors and shapes represent the diversity of people and families living with Autism.

The brightness of the ribbon signifies hope—hope through research and increasing awareness in people like you.

## *Come to our Autism Awareness Events!*

Disability Services and the Beta Kappa Chapter of The Delta Alpha Pi International Honor Society invite you to attend Autism Awareness Events. Events will be held on April 6, from 10:30 to 1:00, in the lobby of the Berry building in Danvers and outside the cafeteria on the Lynn campus on April 13 from 10:30 to 1:00. Join us for fun activities, snacks and the opportunity to learn more about Autism.



We look forward to seeing you there!

# Strategies for Time Management

| Strategy   | How can I utilize this strategy?   |
|--|--|
| <b>Write down:</b><br>Appointments for the week<br>To do list each day | <ul style="list-style-type: none"> <li>In an assignment book or planner, write down your class assignments, upcoming appointments and work schedule.</li> <li><u>Plan your week by scheduling your daily agenda on Sunday or Monday</u> so you know what you need to get done each day.</li> </ul> |
| <b>Keep yourself organized from the start of the semester</b>          | <ul style="list-style-type: none"> <li>Organize each class into a binder with sections labeled for class hand-outs, notes, exams and quizzes, and homework.</li> </ul>   |
| <b>Focus on one task at a time</b>                                     | <ul style="list-style-type: none"> <li>Multitasking may seem like a good idea, but you'll be more focused and productive if you work on <u>one</u> task at a time.</li> <li>Once you've finished a task, <u>check it off your list</u> and move on to the next assignment.</li> </ul>              |
| <b>Take advantage of downtime</b>                                      | <ul style="list-style-type: none"> <li>Use your time during a daily bus ride or while doing laundry to read or study.</li> <li>The more effectively you use your downtime, the more time you'll have to do things not related to school and work.</li> </ul>                                       |
| <b>Resist the urge to procrastinate</b>                                | <ul style="list-style-type: none"> <li>The world is full of distraction. Plan your schedule so you can <u>complete important tasks first</u> and have time to do the things you enjoy.</li> <li>Give yourself little rewards for not putting off tasks.</li> </ul>                                 |
| <b>Keep track of how your time is spent</b>                            | <ul style="list-style-type: none"> <li><u>Keep a record of how much time you spend on each assignment</u> so you can budget your time in the future.</li> </ul>  |
| <b>Balance your schedule with class work and relaxation time</b>       | <ul style="list-style-type: none"> <li>Try to lighten your schedule by taking one or two classes a day.</li> <li>Schedule time to relax in between your class and work schedule.</li> </ul>  |



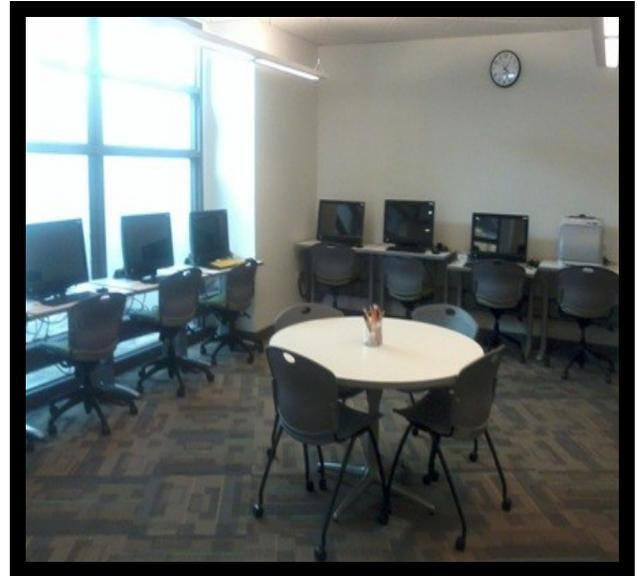
Make time for yourself to get to bed early and eat healthy, your body and mind will thank you!

# *Assistive Technology*

*We are pleased to present our adaptive labs!*



Lynn



Danvers

## *Spotlight on Kurzweil*

Kurzweil 3000 is a text to speech tool that supports the concept of Universal Design. It is a suite of powerful reading, writing, test-taking, and study skill tools that make the curriculum accessible to all students. These tools include:

- Reading Tools - Dual Highlighting which improves students' reading performance by highlighting the on screen text while the student hears the text being read aloud.
- Study skill tools - The ability to easily create outlines, voice notes, text notes, and column notes while reading their assignment.
- Writing Tools – The ability to speak-while-typing enables students to quickly recognize and correct spelling and grammar mistakes.
- Word Support – One click access to dictionaries, synonyms, syllables and word spelling.

It is particularly appropriate for students with learning disabilities such as dyslexia, those who require reading intervention, students struggling with reading comprehension, and English Language Learners.

## *Tips for Faculty: Planning an Accessible Activity*

When planning an event on campus or a visit outside of the classroom, ensure that the space, communication, technology, and transportation, if relevant, are accessible to all. Providing accessibility allows for full participation and equal access to the event or activity which benefits everyone, not just individuals with disabilities. For example, displaying a video using close captioning benefits not only individuals who are deaf but also English as a Second Language Learners and individuals who are visual versus auditory learners.

Ask yourself the following questions when planning an event or activity outside of the classroom:

- Does the building have ramps and elevators for multiple story buildings?
- Does the building have accessible bathrooms and parking?
- Are the corridors, doorways, rooms, and common areas spacious for wheelchair access?
- If a video is being shown, is there an option to display it with close captioning?
- Are questions and comments repeated in a large group so everyone can hear and understand the information?
- Is transportation being provided to the event, if so, is accessible transportation provided?
- Are materials for the event or activity available in electronic format?

For additional information regarding how to ensure accessibility for an event or a visit outside the classroom, please visit: [Accessible Event Planning](#)

### Staff Contributors

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