

2015-2016 Instructional Material

Universal Design Learning (UDL) Rubric

Bid Number: 2960

Title of Materials: Computer Concepts & Microsoft Office 2013 and Paradigm Keyboarding Sessions 1-30 Student Package

Publisher: EMC Publishing, LLC

The following are questions asked of the publisher and their responses can be found in their UDL document which is provided on their reviewer portal. Please mark where the material falls on the scale and provide comments that will help publishers improve their product and districts make informed choices. On completion please return to Cathy Seeds at Cathy.Seeds@fldoe.org.

Instructions: Place an X in the cell below each rating. **Example:**

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
		X		

1. How are both flexibility and student choices provided for the following **presentation features** in the instructional materials:

- Fonts:
 - Type and size.

1- Very Poor/Not Aligned	2-Poor Alignment	3-Fair Alignment	4-Good Alignment	5-Very Good Alignment
		X		

Comment: It is good to see that eBook provides some flexibility in font size but being able to customize font type can increase readability for students with dyslexia and other text -based disabilities.

Colors and background colors can be adjusted.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: Not available as a feature but should be built into the product to increase readability some students can see white text on black background or yellow text on red background better than standard black font color.

- Background: High contrast color settings are available.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: Not available as a feature but should be built into the product to increase readability some students can see white text on black background or yellow text on red background better than standard black font color.

- Text-to-speech tools

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: Not available as a feature but should be built into the product to increase readability some students need the text read aloud to them to increase focus and comprehension.

- All images have alt tags.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: Not available as a feature but should be built into the product to increase accessibility for students with visual impairments or blindness that rely on the use of screen readers to access the text and meaning of pictures, diagrams and tables.

- All videos are captioned.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
			X	

Comment: Good to see that captioned videos are available upon request but it would be better (Very Good) if the captioned videos were universal and provided for all students. Closed captioning can increase comprehension in the classroom and provides the student with an additional support to what is happening in the video.

- Text, image tags, and captioning sent to refreshable Braille displays.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
		X		

Comment: All text is readable by screen readers and other devices but only if there are no pictures on pages. In the above question it was indicated that no Alt Tags were available. Image tags provide essential information to students about information within a picture or table.

2. How are the following **navigation features** provided in the instructional materials:

- Non-text navigation elements (buttons, icons, etc.) can be adjusted in size.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: Not available at this time. Non-text navigation elements that can be adjusted in size can provide students with customization to target areas when using switches or other input devices.

- All navigation elements and menu items have keyboard shortcuts.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: Not available at this time. Keyboard shortcuts enable students to expedite common operations by reducing input sequences. This is essential for students with physical limitations.

- All navigation information can be sent to refreshable Braille displays.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
			X	

Comment: Yes. Navigation information sent to refreshable Braille displays provides ease of access and navigation to students with visual impairments or blindness.

- How are the following **study tools** provided in the instructional materials: Highlighters are provided in the four standard colors (yellow, rose, green, blue).

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
		X		

3. Comment: Yellow is available. Highlighters are important for students to organized content for review.

- Highlighted text can be automatically extracted into another document.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: Not available at this time. Extracted highlighted text provides students with the opportunity to access materials multiple times in multiple ways.

- Note taking tools are available for students to write ideas online; as they are processing curriculum content.

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
			X	

Comment: Yes, students can take notes in the eBook and information is saved. Where is the information saved and in what format?

4. Which of the following **assistive technology supports, by product name**, have you tested for use with the instructional materials:

- Assistive technology software that can be run in the background. Examples include:
 1. Magnification
 2. Text-to-speech
 3. Text-to-American Sign Language
 4. On-screen keyboards
 5. Switch scanning controls
 6. Speech-to-text

1 Very Poor/Not Aligned	Poor Alignment	Fair Alignment	Good Alignment	Very Good Alignment
X				

Comment: No Specific product names at this time. Many of the products are available through free trails and are easily downloaded for testing.