

2015-2016 Instructional Material

Universal Design Learning (UDL) Rubric

Bid Number: 3010

Title of Materials: Enhanced Discovering Computers & Microsoft Office 2013: A Combined Fundamental Approach

Publisher: Cengage Learning

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: There are 3 options for increasing text size and the controls are easily accessed. Having this feature available can be great for some students who are using large monitors and who need everything magnified together.

- Colors and background colors can be adjusted.

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

Comment: There are no options within the infrastructure to change the colors and backgrounds colors. However, the vocabulary words (linked to definition) are a different color than the other text.

- Background: High contrast color settings are available.

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

Comment: Though there are no high contrast color settings available, the content is sectioned with various colors in the background. However, this feature is not customizable. Having control of color contrast can increase the readability of text for some students.

Text-to-speech tools

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

Comment: A “Readspeaker” icon is available on each page to read the content out loud. There are also options to change the reading speed and two voice options, male and female. The text is not highlighted as it is being read at all. Having text-to-speech available enables students who struggle with decoding text to utilize the instructional materials

- All images have alt tags.

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

Comment: Pictures are enlargeable, but do not have alt tags. Alt tags and descriptions are important for students using text to speech tools.

- All videos are captioned.

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

Comment: Videos did not include and captioning. Captioning is important for students who are deaf or hard of hearing.

- 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		X		

Comment: Not available. Being able to send the instructional content of the ebook to a refreshable braille display can enable students who are blind to use the same instructional materials as other students.

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: Navigational elements cannot be adjusted in size other than zoom features on a computer. Being able to enlarge navigation elements is important for students who have fine motor limitations and need to use a switch scanning system to control the ebook.

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: None of the navigation elements and menu items have keyboard shortcuts. Keyboard shortcuts are needed to support the development of alternative keyboard overlays and some onscreen keyboards for students with fine motor 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: This feature is not available.

3. 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

Comment: Highlighters are available in the note taking section and include all four standard colors. Highlighters can help visually organize and prioritize content. They are also a great reading strategy.

- 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: Highlighted text within the note taking section can be added to Evernote accounts, but not automatically. Being able to highlight and extract content into other documents supports students who have problem organizing information.

- 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: The note taking section within the program allows for copying text and automatically having it appear in the “highlights” section or the “notebook” section. Built-in note taking tools can help students connect notes to related instructional content.

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: The entire content is within its own infrastructure and therefore only built-in tools are available for use.

