

## **Accessibility Standards**

(Revised 5/25/2004)

The intent of adaptive workstations is to remove barriers for students with disabilities. The adaptive workstations need not be isolated or dedicated and can be used by able-bodied students when not occupied by a student with a disability. If a disabled student requests the use of the adaptive workstation occupied by an able-bodied student, the able-bodied student should be allowed ten minutes to finish and save their work before moving on to another computer. Provided all computers are engaged, regulations governing the lab regarding computer use apply. In addition to these guidelines, the College is committed to providing reasonable accommodation to any student who requires adaptive hardware or software to succeed in classes on campus.

### **Physical Barriers**

For all work areas, the following minimum standards should be adhered to:

- Adjustable height chair without arms
- Adjustable height keyboard tray (if appropriate) for lab environment
- Adjustable height legs on tables and/or
  - Work surface at least 28" to 34" from the floor
  - Clearance of 28" from the floor to bottom of lowest protrusion (allows for electric wheelchair)
  - Utility and equipment controls located within easy reach
  - Clear aisle width minimum 36".

### **Assistive Technology**

#### ***Minimum Number of Accessible Computer Stations***

The following are minimum requirements:

- 10% of all computer stations or a minimum of 3 (one of which is Enhanced). *Depending on the lab environment and the use of Universal design, the total number of computer stations which meet the minimum standards may be greater.*
- 1 computer station which meets Enhanced Standards

#### ***Minimum Standard***

- Screen reader software
- Screen magnification software
- Speech recognition software
- Sound Card: Suitable for Dragon Naturally Speaking
- Accessible furniture (see above)
- 19" monitor , or 17" flat panel, on any accessible computer system

#### ***Enhanced Standard***

All minimum standards with the addition of:

- CCTV
- Scanner
- Scan/read software
- 1 electric adjustable table
- word prediction software
- 21 inch monitor, or 19 inch flat panel

*Each main campus* should have a Braille embosser and Braille translation software; and a trackball and a joystick.

*Each instructional site* should have at least one trackball or one joystick.

Please feel free to contact Ken Love at the High Tech Center (x4557), Sandy Nightingale (Del Norte, x2324), or Valkyrie Peters (Mendocino, x2638) for information on accessible workstations: We may also be contacted by email at: ken-love@redwoods.edu.