Digital Text - Tips for Administrators

Kansas Digital Text Project — A Partnership Between Kansas State Department of Education and Infinitec

The NIMAC is a Free Resource Offering Digital Text for Eligible Students
Learn What Your Agency Must Do to Maximize the Benefit of this Program

IDEA and the NIMAC

IDEA '04 mandated access to the general education curriculum & requires that curriculum be made available to print disabled students in a timely manner. IDEA also created the National Instructional Materials Access Center (NIMAC) as a national repository which would accept files from textbook publishers and the National Instructional Materials Accessibility Standard (NIMAS) as a standard format to be used to store accessible versions of instructional materials. The NIMAC provides a free mechanism for getting NIMAS source files into the hands of, Local Education Agencies (LEAs), as quickly as possible.

LEAs who purchase textbooks and core related instructional materials after July 19, 2006 should request publishers/vendors deposit NIMAS files into the NIMAC by adding language to their purchasing agreements. If you don't modify your purchase order language to compel publishers to do this, you may not have access to the free digital versions available through the NIMAC for students with qualifying print disabilities. The Federal Office of Special Education Programs (OSEP) has taken the position that all textbooks and core related materials sold by K-12 publishers (works still in print) after July 19, 2006 are subject to a request for conversion to NIMAS file sets and submission to the NIMAC.

In addition to being certain that the books you purchase are being deposited into the NIMAC by publishers by asking at the time of purchase, it is recommended that you consider asking the publisher if it is possible to purchase additional digital copies for students with print disabilities who do not qualify for the free copies available through the NIMAC.

SUGGESTED LANGUAGE FOR PURCHASE ORDERS

The following language is suggested for all book Purchases:

By agreeing to deliver the materials marked with "NIMAS" on this contract or purchase order, the vendor agrees to prepare and submit, on or before __/__/__, a NIMAS file set to the NIMAC that complies with the terms and procedures set forth by the NIMAC. Should the vendor be a distributor and not the publisher, the distributor agrees to immediately notify the publisher of its obligation to submit NIMAS file sets of the purchased products to the NIMAC. The files will be used for the production of alternate formats as permitted under the law for students with print disabilities.

The publisher agrees to provide or make available for purchase in lieu of the printed textbook an accessible version (e.g. NIMAS, unlocked PDF) for students who have print disabilities and are unable to access printed text but do not meet eligibility requirements under the Copyright Act of 1931 as amended. If not available at this time, district will seek a commercially available option. If no such option exists, an accessible version may be created by the district for the sole purpose of making the textbook accessible to eligible students in order to meet its obligation to provide a free appropriate public education (FAPE). In such cases, a standard copy of the textbook will also be purchased. The school district requires accessible instructional materials in order to meet the needs of students with print disabilities and preference will be given to publishers who offer accessible textbooks as an option.

Source: AIM Consortium

Accessing NIMAS Files from the NIMAC

NIMAS files must be downloaded for schools by a KSDE appointed "Authorized User" (AU) These AU's may also convert the NIMAS file into a student ready format for the requesting school

- *Kansas Instructional Resource Center, www.kirc.org/*
- *RFB&D, www.rfbd.org*
- *BOOKSHARE.ORG, www.bookshare.org*
- *UCP/Infinitec, www.myinfinitec.org*

What This Suggested Purchase Order Language Does for You

1. This language requests that the books that are identified as "NIMAC" on the PO be deposited by the publisher into the NIMAC for use by the students that meet the eligibility requirements.
2. It requests that publishers sell you accessible digital versions for students who do not meet the NIMAC eligibility requirements.
3. It requests blanket permission to scan or otherwise adapt the book for students who do not meet the NIMAC eligibility requirements in the event that they are unwilling or unable to sell you digital copies.

- Together these provisions give you the flexibility to better serve all students! -

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Infinitec — "Infinitec - Infinite Potential Through Technology"

UCP/Infinitec

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