


## Remote Learning - Assistive Technology

With the introduction of remote learning, there are a range of assistive technologies available that can support students with accessing their learning resources. The school has identified a range of assistive technologies below that will be particularly useful to our SEND students but may also benefit others.

- 1. Recorded Lessons** – teachers are recording live lessons to enable students to access them later on. This can be beneficial in a number of ways for students including:
  - a. Replaying key learning** – students can select a section of the lesson to playback to consolidate their understanding on a new concept, idea or skill.
  - b. Pausing playback** – students are able to pause playback to allow them time to write down ideas and to stop and think about their learning.
  - c. Recap learning** – to ensure long-term recall of new learning, students can revisit the lesson recording up to 30 days after the live lesson. This can be useful for review and revision tasks set by the teacher.

Students are able to access recordings of lessons in MS Teams by clicking on the **files tab** (at the top) and opening the folder called **recordings**. Within the MS Teams desktop application, the video playback embeds in MS Teams so students do not need to have access to other software applications. These will be available for 30 days following a live lesson. Students are able to download these for later if they wish to.

- 2. Closed Captions** – students are able to enable subtitling to their live lessons by clicking on the three dots and selecting closed captions. A subtitled commentary will appear at the bottom of the screen, identifying who is speaking. Whilst these are not completely reliable, they do manage to keep up with spoken sections of a live lesson.
- 3. Immersive Reader** – MS 365 applications include the option to use immersive reader. This helps students to read information more easily (changing fonts, line spacings etc) and decluttering the screen. There is also an option to have text **read aloud** which can support student comprehension and reading. Immersive reader can be accessed by searching within the top search bar or selecting **View > Immersive Reader**. You can also select a reading layout by going to **View > Read Mode**. Additional applications such as MS Forms, provides this option by clicking on the immersive reader icon. Look out for: 
- 4. Zoom** – Students are able to adjust the zoom settings on documents in a number of ways to enable easier reading of documents:
  - a. View > Zoom > select zoom level**
  - b.** Using the slider in the bottom right of the screen
  - c.** Holding down **CTRL** and rolling mouse wheel up or down
- 5. Changing Screen Colour** – Reading from a white background can strain your eyes. If you would like to change the document background, select **Design > Background Colour > select preferred colour**. We recommend a light blue colour.
- 6. Thesaurus** – if students are struggling with some vocabulary in their documents, they may find it useful to use the thesaurus. This can be accessed by highlighting the work and then pressing **shift+F7**.
- 7. Translator** – for our EAL students, it may be useful to use the translator function to convert text to a different language. This can help with understanding of tasks as well as improving language acquisition. This can be accessed by selecting **Review > Translate**. Students can translate the whole document or just a section.

There are additional settings that can be changed within MS applications by selecting **File > Options > Ease of Access**