

Student Name: _____

Date: _____

How to Write Assistive Technology into the IEP

1. Be sure to check the “yes” box on question # 5 (Does the student require assistive technology devices and services?) in the “**Consideration of Special Factors**” section of the IEP.
 - a. If the student has not yet been referred for an assistive technology consult, you will be indicating that a referral will be made on the “**Related Services**” page (see below).
 - b. If the student has already been referred and is/has field tested equipment and materials that are necessary for him/her to complete IEP goals, you can indicate that in several different ways depending on the student’s needs (see below).

2. You may indicate Assistive Technology devices and services in several areas of the IEP:
 - a. _____ **Related Service:**
 - i. If you will be calling the AT Office (333-5036) to request an AT referral packet to refer a student, write “AT Referral” under “other” and put the date by which **you** will complete the referral packet and send it in to us.
 - ii. If the student is or already has field tested equipment found to be necessary, write “AT Consult, minimum 2x per year, 20 minutes, AT Office/School”. This indicates that AT is involved on an ongoing basis.

 - b. _____ **Supplementary Aids and Services:**
 - i. If a student has had a successful field test with an AT support (equipment/software/materials) and the IEP team feels the student will continue to need access to that support during the current IEP year, please list the equipment/software/materials in this section. **Please do not write a specific product name, i.e. “AlphaSmart”. . . instead, write “portable keyboard”.** See pages 2-3 for ways to describe the AT supports in generic terms.

 - c. _____ **IEP Goals and Objectives:**
 - i. If the student has AT supports written into the “Supplementary Aids and Services” section of the IEP, you may wish to include those supports within the student’s goals and objectives:
Good Example: “Kevin will produce and submit legible journal entries in English class with the aid of a portable keyboard or other word processing device 5x per week.”
Bad Example: “Kevin will use an AlphaSmart keyboard to type his name 5x a day with less than two verbal prompts from his full time aide.” **Please use a generic name rather than a brand name.**
Note that AT is not a goal in itself. The focus is on the goal to be completed rather than the AT support.

GENERIC DESCRIPTIONS OF AT SUPPORTS

Product	Generic Name	Don't	Do: Examples
CoWriter	Word Prediction	CoWriter	Software supports for writing. Student benefits from word prediction
Write:OutLoud	Text to Speech. Speaking word processing program	Spell and Write program Write:OutLoud	Word processing with speaking spell checker and dictionary. Speaking word processing program
AlphaSmart, Neo	Portable word processor	Smarty Keyboard AlphaSmart	Portable keyboard to be used in conjunction with word processing on classroom and/or home computers
Clicker 4, Find Out and Write About	Writing Grids software	No product names Clicker 4	Consider purpose of resource. Student requires adapted writing activities using pictures or whole words for written expression.
Boardmaker	Picture Symbol software	PECS Boardmaker	Purpose? Student requires visual supports for communication and behavior. Student benefits from picture-aided or natural aided language strategies.
Writing with Symbols software	Picture Symbols software Picture processing program	Writing with Symbols for social stories Writing with Symbols	Adapted writing using picture grids. Student benefits from visual supports such as picture schedules, pictured directions, consequence maps and social stories.
Homework Wiz Franklin Speller Speaking Dictionary and Thesaurus	Portable spell checker	No product names Homework Wiz Franklin Speller	Hand-held (speaking) spell checker
6-level Communicator Dynavox, MT4, Step by Step	VOCA Communication Device, Voice output communication device	Talker Speech box	List the essential features of the device. VOCA offering 8 locations and six levels. Dynamic display communication device. Ask your SLP.
Zoomtext software	Screen magnification and screen reader software	Zoomtext	The student requires screen magnification and screen reading due to visual impairment.

Intellikeys	Alternate keyboard	ABC keyboard Intellikeys	Student uses a larger touch-sensitive keyboard with custom overlays.
InLARGE software Bigshot software	Screen magnification	InLARGE Bigshot	Student requires screen magnification due to visual impairment.
Start to Finish books	Adapted reading materials	Start to Finish Books	Reading supports such as electronic books, screen reading High interest lower reading level materials

General Tips:

1. No product names
2. Consider the accommodations the student needs----the student needs visual supports, not Boardmaker. While some resources can be very helpful, they should not be written into the IEP.
3. You can describe features of a product that are important for a student.