Books In Alternative Format

DRC Online



Disability Resource Center DRC Online Training Updated 9/25/2019

Alternative Formats

Log In

Log in to DRC Online from our home page https://go.unco.edu/drc

Making A New Request

- Confirm that you have selected "E-Text" as an accommodation for the course.
- Locate the tab "Alternative Formats" on the left hand side of your dashboard

Disability Resource Center

me About Us Students * Accommodations * Faculty & Staff Resources * Additional Resources

UNC > Disability Resource Center

Disability Resource Center

The Disability Resource Center (DRC) Office collaborates with the University in its commitment to recognize disability as a valued aspect of diversity and to embrace access to the University of Northern Colorado community as a matter of equity and inclusion. The office provides the University with resources, education, and direct services to design a more welcoming and inclusive environment.

GETTING STARTED WITH THE DRC

> DRC STUDENT LOGIN

Our Services

The Disability Resource Center (DRC) offers many services to students and faculty. Meetings are a collaborative process with the student and DRC staff to determine appropriate accommodations for each semester. Some accommodations that DRC may offer include:

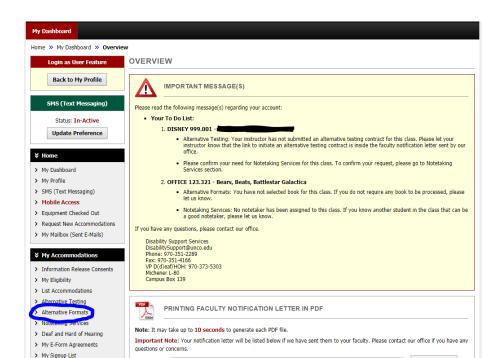
Select Class: Select One

- Sign Language Interpreting Services
- Adaptive Technology
- o Braille, Screen Readers, Enlarged Print
- Books in Audio or Alternate Format
- Notetaking
- Captioning
- Testing Accommodations
- Other Accommodations

INSTRUCTOR LOGIN

DRC NOTETAKER LOGIN

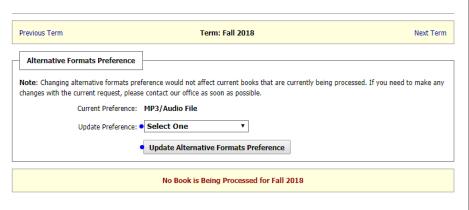
Generate PDF



Alternative Formats

Select Preferred Format

At the top of your screen, please select your preferred alternative format to receive your material.



Insert Book Information

- Locate the box titled "Additional Book or Reading Materials for [SEMESTER]"
- Input all available information accurately
- Click "Submit Request"

ading Materials	
Select Class:	OFFICE 123.321 - Bears, Beats, Battlestar Galactica
Reading Material Title:	The Battle of Schrute Farms: The Northern Most Battle of the Civil War
ISBN:	0123456789
	If this information is available, please enter without dashes and it has to be 10-digit or 13-digit ISBN.
Publisher:	Scranton Press
Author:	Dwight K. Schrute
Edition:	1
Note:	
	Note: HTML entry is permitted. Please read additional manual on how to modify your text at the following link: HTML Entry with Tags Guideline.

Alternative Formats

Monitor Request Status

 Under the "Alternative Formats" tab you will be able to monitor the ongoing status of your book conversion requests

Alternative Formats Preference Note: Changing alternative formats preference would not affect current books that are currently being processed. If you need to make any changes with the current request, please contact our office as soon as possible. Current Preference: MP3/Audio File Update Preference: Select One Update Alternative Formats Preference

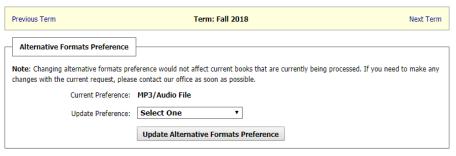
LIST BOOKS CURRENTLY BEING PROCESSED FOR FALL 2018

Note: If you do not need a book from a particular class or you would like to add additional books or select different format, please notify our office as soon as possible. Your book will be processed according to your preference.

office as soon						
SBJ	CRS	SEC	Book Title	Preference	RCPT	Status
OFFICE	123	321	The Battle Of Schrute Farms: The Northern Most Battle Of The Civil War	MP3/Audio File	No	Processing [Custom - Not Listed]

Completed Conversions

- When a conversion is complete you will receive an email with information about accessing your materials
- Materials are typically delivered through a downloadable link on DRC online or on a flash drive which can be picked up at the DRC Office



LIST BOOKS CURRENTLY BEING PROCESSED FOR FALL 2018

Note: If you do not need a book from a particular class or you would like to add additional books or select different format, please notify our office as soon as possible. Your book will be processed according to your preference.

SBJ	CRS	SEC	Book Title	Preference	RCPT	Status
OFFICE	123	321	The Battle Of Schrute Farms: The Northern Most Battle Of The Civil War	MP3/Audio File	Yes	Completed Processing RCP [Custom - Not Download Book



Please reach out with any questions or concerns. drc@unco.edu · 970-351-2289

Disability Resource Center DRC Online Training Materials Updated 9/25/2019

