

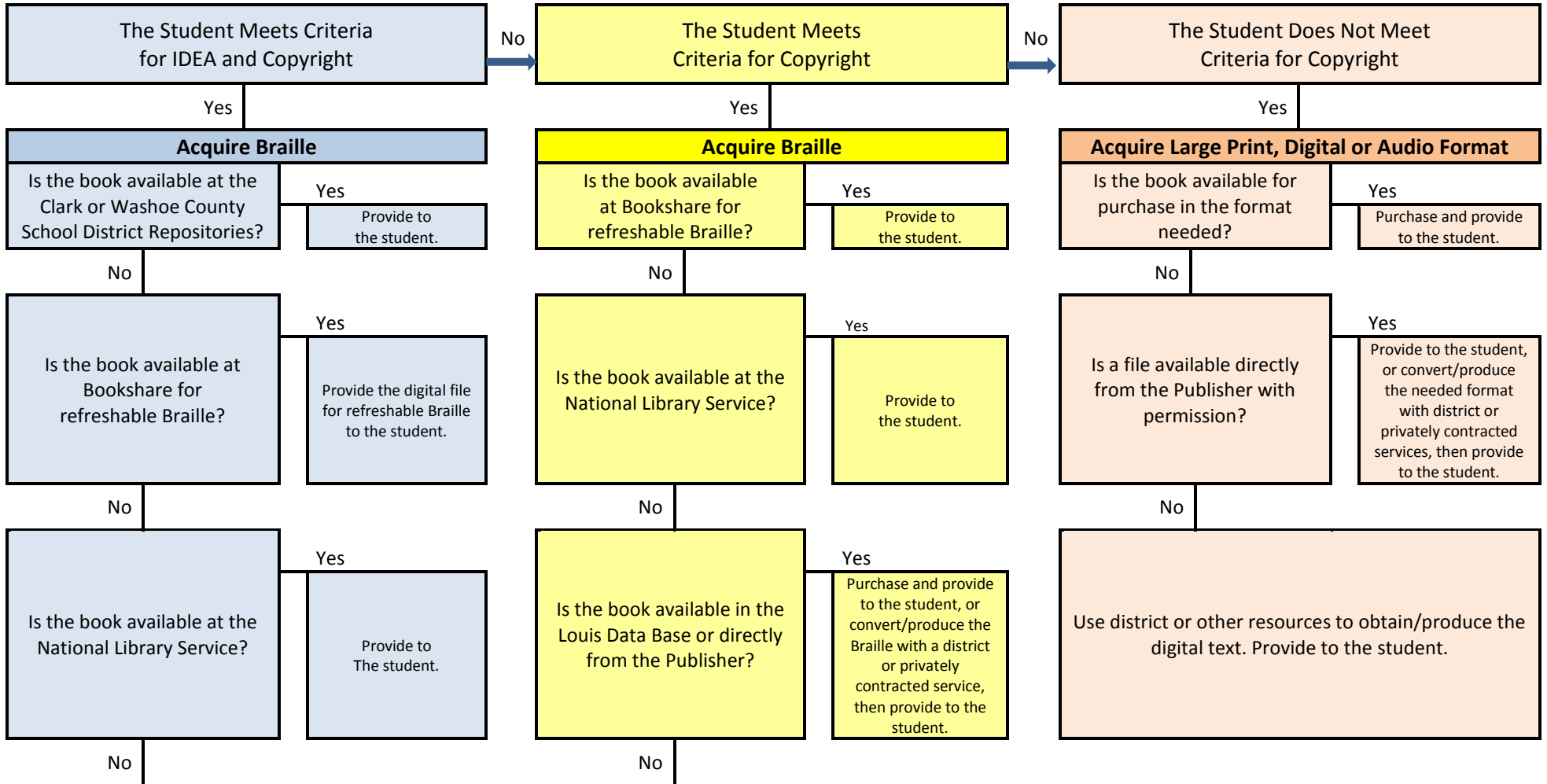
Acquisition Flowchart

The Student Requires AIM

Document The Need For AIM

Choose Format(s) Needed

Check district resources to determine if an accessible format of the book was purchased and is available for the student. If so, provide to student. If not, proceed below.



Is the book available at the NIMAC for embossing?

Yes

Contact the Authorized User, determine an Authorized Media Producer to convert the file, then produce the Braille with a district or privately contracted transcriber. Provide to the student.

Use district or other resources to obtain/produce the Braille. Provide to the student, or scan and produce the Braille with a district or privately contracted transcriber, then provide to the student

No

Is the book available in the Louis Database or directly from the publisher?

Yes

Purchase and provide to the student, or convert/produce the Braille with a district or privately contracted transcriber, then provide to the student.

No

Use district or other resources to obtain/produce the Braille. Provide to the student, or scan and produce the Braille with a district or privately contracted transcriber, then provide to the student.

Acquire Large Print

Is the book available at Bookshare?

Yes

Provide to the student

No

Is the book available at the NIMAC?

Yes

Contact the Authorized Media Producer to convert the file, then produce the large print with district or privately contracted services. Provide to the student

No

Acquire Large Print

Is the book available at Bookshare?

Yes

Provide to the student.

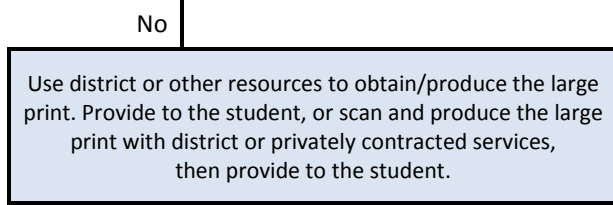
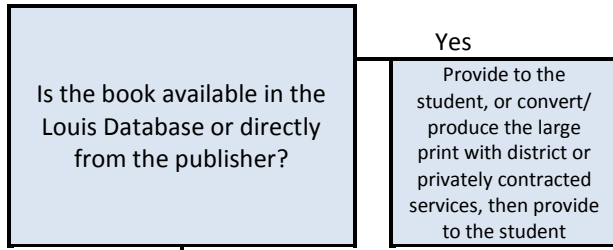
No

Is the book available in the Louis Database or directly from the publisher?

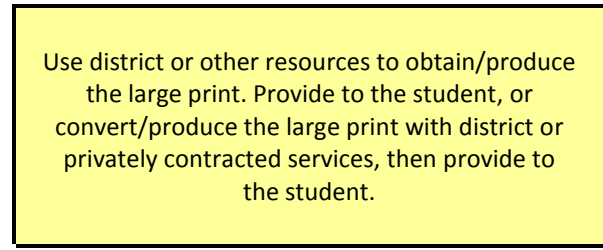
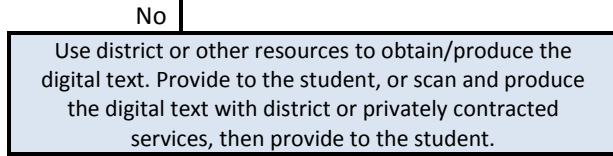
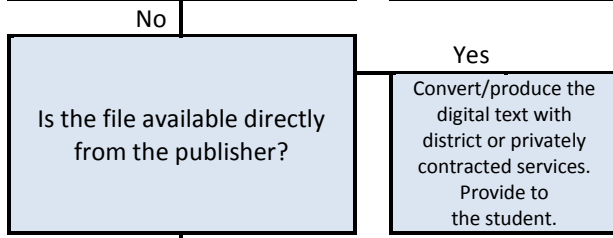
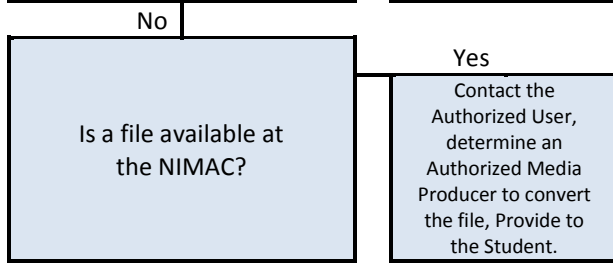
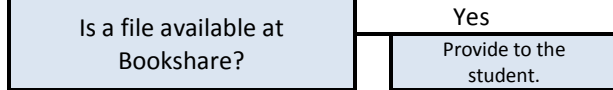
Yes

Provide to the student, or convert/produce the large print with district or privately contracted services, then provide to the student.

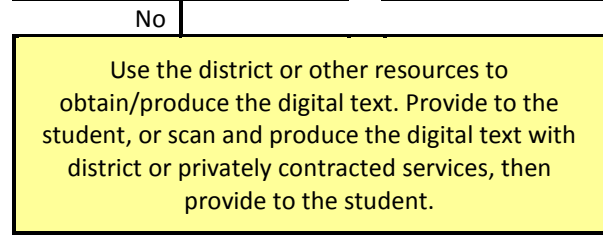
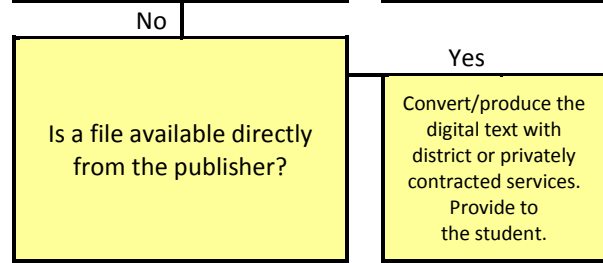
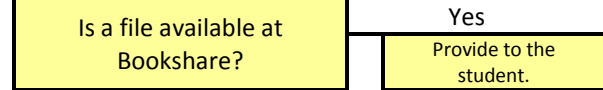
No



Acquire Digital Text



Acquire Digital Text



Acquire Audio

Is the book available at Bookshare?
Yes
Provide to the student.

No

Is the book available at the NIMAC?
Yes
Contact the Authorized User, determine an Authorized Media Producer to convert the file, then produce the audio text with district or privately contracted services. Provide to the student.

No

Is the book available at Learning Ally?
Yes
Provide to the student.

No

Is a file available directly from the publisher or other commercially available resources?
Yes
Provide to the student, or convert/produce the audio text with district or privately contracted services, then provide to the student.

No

Use district or other resources to obtain/produce the digital text. Provide to the student, or scan and produce the audio text with district or privately contracted services, then provide to the student.

Acquire Audio

Is the book available at Bookshare?
Yes
Provide to the student.

No

Is the book available at Learning Ally?
Yes
Provide to the student.

No

Is a file available directly from the publisher or other commercially available resource?
Yes
Provide to the student, or convert/produce the audio text with district or privately contracted services, then provide to the student.

No

Use district or other resources to obtain/produce the audio text
Yes
Provide to the student, or convert/produce the audio text with district or privately contracted services, then provide to the student.