



The Office of Accessibility Newsletter

A “Final” Inspiration

Finals: words that can strike fear into the best of students. The Office of Accessibility understands the pressure that comes with all examinations. We want to give you some ideas on how to take the pressure of finals and turn it into the motivation to do excellent!

- ◆ First, think of examinations as a great way to show your professors what an awesome student you are! Examinations provide you the opportunity to show the knowledge you have accumulated through all of your studying.
- ◆ Second, I know you have done harder things in your life. Look at the challenge of an examination as just another step towards your walk at graduation.
- ◆ Third, remember all those times when it was cold and snowing this semester? You got up and made it to class. This is the time when you are rewarded for braving the elements! We know that students who go to class, take notes, and do their assignments are students who perform better on tests.
- ◆ Fourth and final thought, remember all of the resources on campus that are in place to help you with your examinations. There are tutoring services at Bierce Library lower level and at the Polsky Building. Your professors want to see you succeed. Make sure to meet with them during their office hours to ask for clarification on a concept you may be struggling with, or ask if they have tips on how to study for their tests.

Being prepared is not just a motto, it’s how you can put your best foot forward, how you make the best impression possible, and certainly how you can perform well on your examinations.

Best of luck to you and remember that the Office of Accessibility is another resource on campus that is here to help you succeed.

Kindest regards,

Kelly Kulick
Director
Office of Accessibility

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OA is on Twitter!

The Office of Accessibility is now on Twitter, and we need your help to increase our following! The Office of Accessibility’s Twitter page is filled with useful and interesting information that is relevant to all students. The goal of making ourselves present on Twitter is to provide important updates and reminders to students. We have recently posted information about the various workshops and events offered throughout the campus. The Counseling and Testing Center has many great programs that we will continue to tweet about as the spring semester comes to a close. Twitter has provided our office the opportunity to communicate with many students, and we hope to be able to connect with even more students as our number of followers increases! Please follow us on Twitter and provide us with your feedback at @Accessibility UA.



IMPORTANT: Student Responsibilities for Testing Accommodations

The Office of Accessibility would like to remind students about their responsibilities regarding testing accommodations to ensure that requests are met adequately and in a timely manner. It is extremely important for students to request tests through STARS (<http://andes.accessiblelearning.com/Akron/>) at least **4 business days** before the date being requested.



A business day only includes days and hours our office is open (Monday – Friday, 8:00 AM-5:00 PM, Wednesday, 8:00 AM-7:00 PM). Scheduling a test after hours during the week or scheduling on the weekends does not count towards meeting the deadline.

In order to effectively process your test request through the office, you must submit your request before the deadline. By submitting your request early, our office is able to collaborate with your instructors to receive your test and testing instructions in a timely manner. **During high volume times, such as midterm and finals week, it is strongly recommended to make a test request weeks in advance due to limited availability.** Tests will be scheduled based on the date the test requests are made. Students need to inform their instructors **in advance** for each test they will be using their testing accommodations.

Requesting early helps our office provide you with the smoothest and most comfortable testing environment. All you should be worrying about on testing day is arriving on time. For assistance in scheduling your tests, please contact our office or view our STARS tutorials on our website, <http://www.uakron.edu/access/STARS/tutorials.dot>. Best of luck on all of your exams and finals! Please contact the Office of Accessibility at 330-972-7928 or access@uakron.edu for any questions or concerns regarding testing accommodations.

Notetaker Appreciation Week

Attention all notetakers! The Office of Accessibility will host Notetaker Appreciation Week for all notetakers given assignments during the Spring 2015 semester. The purpose of this event is to show our gratitude for the hard work and dedication of all students who were assigned as notetakers this semester and to promote notetaker registration for the upcoming semesters. Our office will provide a goodie bag for each notetaker that stops in and enters their Summer 2015/Fall 2015 class schedules. The event will be held all week during **April 27 to May 1** in our office, **Simmons Hall Room 105**. Questions and comments can be directed to the Notetaker Coordinator, at 330-972-7928 or msimmons@uakron.edu. We hope to see you there!

Important Reminders

Schedule your final exams

- ◆ Remember that finals week is a very busy time for testing in the OA and Counseling Center-Testing Services. If you want to use your testing accommodations, be sure to schedule your exams **at least four business days before the test**. It is recommended that you schedule your final exams earlier than that deadline to ensure your preferred date and time. For assistance in scheduling your tests, please contact our office or view STARS tutorials on our website, <http://www.uakron.edu/access/STARS/tutorials.dot>.

STARS Updates:

- ◆ STARS will automatically input your class schedule information for the current and subsequent terms. This means that once you register for courses in My Akron, STARS will update automatically and the courses that you are enrolled in will be added to your STARS schedule. You will still need to select the accommodations you wish to use for each class.

Request accommodations:

- ◆ Once you have finalized your class schedule for the Summer or Fall, make sure to also request your accommodations on STARS.
 1. Log into STARS
 2. Scroll down to "Select Accommodations for Your Class"
 3. Select classes you are requesting accommodations and click "Step 2- Continue to Customize your Accommodations"
 4. Select the accommodations you would like to request for each class and the checkbox to email the accommodation letter to your instructor
 5. Select "Submit your Accommodation Request"
- ◆ Transcribers/CART or interpreter accommodation requests should be submitted at least **six weeks prior** to the beginning of the semester.

Important Dates

May 3, 2015
Final instructional day for Spring 2015 classes

May 4-10, 2015
Final exams week

May 8-10, 2015
Spring 2015 commencement

May 18, 2015
Summer Intersession 2015 classes begin

May 25, 2015
Memorial Day- university closed

June 8, 2015
Summer Session 1st 5-week and 8-week session classes begin

Tips for Final Exams

Since finals week is right around the corner, the Office of Accessibility would like to provide you with final exam and studying tips so that you can do your best!

- 1. Don't Procrastinate-** Plan ahead to start studying early. Do not start studying for an exam the night before. This can cause extra, unnecessary stress that could set you up for failure. Instead, start studying for the hardest exams now and schedule yourself time to study for all of your exams.
- 2. Find a quiet place to study-** In order to fully concentrate on studying, you need to reduce the number of distractions. This includes cellphones, social media, and loud places. Take the time to find a quiet, comfortable space that allows you to focus on the material for your exam.
- 3. Study with a partner IF you think it will be beneficial-** Studying with a friend or classmate can be extremely beneficial. Just keep in mind to stay focused on studying and not to get distracted.
- 4. Get enough sleep-** Studying all night for an exam the next day is extremely risky. Instead of all of the information sinking in, it is actually more likely for you to forget the information you are trying to cram in. Being tired the day of the exam also negatively affects your performance. Make sure you study often prior to exam day and set yourself an early bedtime.
- 5. Keep everything in a positive perspective-** Do not stress out over an exam. As hard as that sounds, stressing over a test actually just makes you more anxious and can also damage your performance. Try to relax and remember... it's just a test!

REMEMBER! Always arrive early, eat a good breakfast, wear comfortable clothes, bring extra materials, and prepare yourself. Finals week can be a breeze if you just take the time to follow these tips.



Bender Virtual Career Fair Employment for People with Disabilities

April 14, 2015

Celebrating 20 Years of Disability Employment Solutions
Recruitment. Workplace Mentoring. Technology Accessibility.



This Virtual Career Fair is **FREE** for students and alumni with disabilities to attend.

This is a unique opportunity for College Students & College Grads with disabilities to meet online with employers across the nation including Accenture, Epic, Facebook, Medtronic, Merck, NSA, Nestle Purina, Raytheon, Travelers, Verizon, & More!

Students and alumni are invited to interact with employers via chat sessions.

CONNECT WITH EMPLOYERS LOOKING TO HIRE PEOPLE WITH DISABILITIES

Access opportunities within a wide range of careers.

- ◆ Chat with employers across the nation
- ◆ Public and private sector opportunities

INTERVIEW WITH EASE

Participate from the comfort of your home, your dorm room or your favorite coffee shop!

- ◆ Discuss careers and internships with multiple employers
- ◆ End-to-end accessible technology platform

CAREER FAIRS WITH LESS HASSLE

Save time and money.

- ◆ No business suit or travel required
- ◆ No printed out resumes necessary



Register at www.careereco.com/register/disability.

Virtual Career Fair Date: **April 14, 2015**

For more information, please contact bender@careereco.com or 770-980-0088

Getting Involved at UA

Are you interested in getting involved on campus? Being active and involved in activities outside of the classroom can be very beneficial to the overall college experience! Participation in extracurricular activities can not only provide you with opportunities for meeting other students and making new friends, but can also help you develop valuable skills, build your resume, and make professional connections.

There are many ways to be involved in your campus community:

Join a Student Organization

The Student Organization Resource Center (SOuRCe) can be a great resource when looking to join one of UA's more than 290 student groups on campus.

<http://www.uakron.edu/studentlife/source/index.dot>

Volunteer

Civic Engagement Programs: Engaging in volunteering and service projects across campus and throughout the Akron area is something many UA students choose to do. There are many ways to connect with volunteer opportunities and agencies both on and off campus. serveAkron helps bring students and volunteering opportunities together!

<http://www.uakron.edu/studentlife/serve/>

Attend Student Events on Campus

The Zips Programming Network is a major student organization at The University of Akron that plans regularly-scheduled events stimulating, educating, and entertaining the students, faculty and staff at The University of Akron and the surrounding community. Being a part of ZPN enhances your collegiate experience through leadership opportunities, exciting possibilities, and FUN!

<http://www.uakron.edu/studentlife/zpn/index.dot>

Visit the Student Union and Center for Service and Leadership for more information about getting involved!



Access Computing Summer Internships

AccessComputing, a National Science Foundation funded project, aims to increase the participation of people with disabilities in computing careers. Once again, AccessComputing has funding for students with disabilities to participate in summer internships. Students participate in both research internships as well as non-research internships. As we all know, internship experience is important as students move on to the next steps of their careers.

Students with disabilities who are interested in summer internships are encouraged to fill out the form at: <https://catalyst.uw.edu/webq/survey/blaser/259447> Through applying for an internship, students will have the opportunity to become AccessComputing student team members. Student team members engage in online mentoring and are eligible to request funding for internships, travel to conferences, and tutoring.

Faculty who are interested in hosting an AccessComputing student with a disability as a research intern, are encouraged to complete the form at: <https://catalyst.uw.edu/webq/survey/blaser/259448>

Learn more about AccessComputing by checking out our latest Opportunities! newsletter that helps students with disabilities learn about careers in computing, locate resources, and learn about opportunities for students with disabilities.

For more information or help with the application, contact Brianna Blaser at blaser@uw.edu.

Suggestion Box

We want your feedback!

Email ooaga1@uakron.edu with comments about the current newsletter or ideas you would like to see in future newsletters.

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Fall & Spring Office Hours:
Monday, Tuesday, Thursday, & Friday 8 a.m.-5 p.m.
Wednesday: 8 a.m.-7 p.m.



Simmons Hall at The University of Akron