

# Accessibility Note for Strengthening Accessibility and Inclusion within Professional Programs: Practicums and Experiential Learning Conference

## Language

This conference will happen in English.

## Cognitive demands

This conference will be taking place over the ZOOM virtual meeting platform, which is free of cost. Go to <https://zoom.us/download> to download the application for desktop, or search for ZOOM in the Apple App Store or Google Play Store. For more information on ZOOM accessibility, see their accessibility page visit <https://zoom.us/accessibility>.

Participants will need to be in front of their device screen or use the device audio for the entirety of the conference. Participants are welcome to have their camera on or off. While there are breaks built into the conference, participants may choose to take breaks at intervals of their own choosing to sustain concentration.

## Participation expectations

Participants will be attending virtually, listen to the talks and panels, and may pose questions to the various speakers at designated intervals. Questions can be posed by inputting them into the Q&A function for the moderator to see (participants have the option to send questions anonymously), or by using the “raise hand” feature at one of the designated question intervals. To use this feature, see the following instructions:

- Keyboard users: Option + Y on Mac or Alt + Y on Windows.
- Mouse users: Select “Participants”, choose “raise hand” at bottom of panel.

There will not be small group discussions or breakout rooms at this conference. Participants are not required to bring any materials to these sessions.

## Technology and sound

The conference will be taking place over the ZOOM platform, and will require a computer or device with this platform installed, with a built in microphone and speakers.

The majority of the conference speakers will use PowerPoint slides, which we endeavour to send to participants in advance. If they are not all available in advance, they will be provided just before each session by the hosts via chat so that they can be downloaded and/or printed as needed.

The conference sessions are being recorded and will be available to registrants after the conference concludes.

***If you are having trouble logging into the conference, please email [heather.bannister@utoronto.ca](mailto:heather.bannister@utoronto.ca).***

## **Real-time captioning and sign language interpreting**

There will be real time captioning (RTC) for the entirety of the conference. RTC will be automatic if accessing the conference using ZOOM for mobile, however, it needs to be enabled for desktop and laptop computers. Participants will be notified of how to do this at the time of the conference.

There will also be sign language interpreting (SLI) for the entirety of the conference.

- Participants are recommended to select “gallery” view on desktops to ensure the SLI interpreter’s video is visible.
- For mobile, pin the video for the SLI interpreter (see <https://support.zoom.us/hc/en-us/articles/201362743> for information on how to pin videos on ZOOM mobile, scroll to “Android/iOS”).

Participants will also be notified about how to access these accessibility components at the time of the conference.

*For additional specific accommodation, please email [nc.roach@utoronto.ca](mailto:nc.roach@utoronto.ca).*