



# Professional Services



 **Kurzweil 3000™**  
by Kurzweil EDUCATIONAL SYSTEMS

 **Dragon NaturallySpeaking**  
CERTIFIED PARTNER by NUANCE

 **IntelliTools®**  
A Cambium Learning Technologies Company

 **MindPlay**

## 800-770-8474

## [www.AdaptiveTR.com](http://www.AdaptiveTR.com)

# Table of Contents

ATR Professional Services.....	3-5
Silver Service Agreement Package .....	6
Gold Service Agreement Package .....	7
One Day On-Site Training .....	8
Account Management Services for Kurzweil 3000 Customers	
Account Management .....	9
VPORT Setup for Kurzweil 3000 Web .....	10
Book Scanning Services .....	11
Universal Library Setup for Kurzweil 3000 Web .....	12
Individual AT Assessments .....	13
Meet the Professional Staff of ATR	
Nick Hanford, Educational Sales & Training .....	14
Carol Harpold, Occupational Therapist .....	15
Rick Ziller, Occupational Therapist .....	16
Bonnie Mularski, Occupational Therapist .....	17
Price List .....	19

# ATR PROFESSIONAL SERVICES

In 1995, Adaptive Technology Resources, Inc. (ATR) began with the goal of meeting the needs of people with disabilities through adaptive technology software and hardware. We have provided a range of professional services in the area of reading intervention and accommodations for students with learning disabilities, ELL, cognitive impairments, mobility issues and visual impairments.

## ***Professional Development***

ATR offers a wide range of professional development services to school districts ranging from direct one-to-one instruction to “train the trainer” models of support. We have experience in the following areas:



- \* Training staff and students on scan & read software (such as Kurzweil 3000, Read&Write Gold, ClaroRead, WYNN, Premier Assistive Technology Products), speech recognition software (Dragon NaturallySpeaking), IntelliTools products and remedial reading programs from MindPlay (My Reading Coach, RAPS 360 & FLRT).
- \* Training staff on integrating adaptive and intervention technology into the curriculum, with emphasis on existing reading and writing strategies.
- \* Working with Parent Groups on education of available AT, Interventions in the district and how to support their children.
- \* Motivational Speech Presentations to staff, students and parents.
- \* Training on the use of digital formats such as NIMAS.
- \* Acquiring digital print resources like Bookshare.org.

## ***Implementation and Technical Support***

ATR has years of experience working with District IT personnel in assuring that an implementation of district wide software is successful.

# ATR PROFESSIONAL SERVICES

Implementation and Technical Support includes:

- \* Coordinating software integration with your IT Department (installation, procedures and best practices).
- \* Conducting regular maintenance on district computers as it pertains to AT or reading intervention software; including upgrades and file management.
- \* Assisting with troubleshooting IT issues as they relate to AT or reading intervention software.
- \* Developing or recommending a structure for the Universal Library of all electronic documents, stored for easy access by staff and/or students.
- \* Setting up Web License Cloud-based Storage Accounts for all students and staff and providing appropriate rights.

## ***Student Assessments***

ATR's staff of professional Occupational Therapists conduct student assessments for recommended AT accommodations and interventions. Written reports are submitted with recommendations which can be incorporated into student's IEP. Individual assessments conducted onsite at school or home address special needs in the following areas:

- \* Learning Disabilities & Autism
- \* Low Vision & Blindness
- \* Reading Impairments
- \* Cognitive & Motor Delays
- \* Emotional Disorders
- \* Developmental Delays
- \* Cerebral Palsy & Muscular Dystrophy
- \* Traumatic Brain Injury
- \* Mobility Impairments
- \* Other Health Impairments

## ***Establishing a District-wide AT Master Plan***

When there isn't a formalized process for assessing where a district is in regard to its use of AT; where it needs to go in the future; and what it needs to put into place to get there; reaching successful outcomes can be challenging. Through a targeted planning process, ATR has helped districts create a process by:

- \* Developing a vision
- \* Identifying measureable goals of the district
- \* Constructing a budget
- \* Making recommendations for placement of AT throughout the district
- \* Creating and managing a Universal Library
- \* Participating and consulting with staff for inclusion of AT in IEPs
- \* Providing regular communication on progress of the project
- \* Evaluating the success of the project.

## ***Select Solutions***

School districts can partner with ATR to target selected objectives by choosing customized projects designed to enhance AT efforts in the following areas and avoid the expense of hiring additional staff:

- \* Professional Development
- \* IT Support
- \* Book Scanning
- \* Account Management
- \* Student Assessments



**NEW!**

## **SERVICE AGREEMENT PACKAGES FROM ATR**

### **SILVER SERVICE AGREEMENT PACKAGE**

ATR SILVER Service Agreement Customers receive the following benefits for 1 full year:

- ◆ **1/2-Day on-site installation service** (coordinated with district IT department)
- ◆ **TWO Days of on-site professional development /training of staff or students\***
  - ⇒ 30 minute setup is required by the trainer
  - ⇒ Up to 7 hours of instruction per day, customized for your participants
  - ⇒ Up to 20 attendees per class
  - ⇒ For Kurzweil 3000 Web Software, assistance in setting up each class participant's user account on VPORT
  - ⇒ Handouts of training course material and reference guides
- ◆ **Travel Fees** included
- ◆ **5% DISCOUNT** on all adaptive products & services for 1 full year (cannot be combined with other offers)
- ◆ **1 FREE** on-site motivational speech to students/parents
- ◆ **FREE** demo disks for students & parents

**ATR charges \$3,000 for this agreement.**

\* Packaged designed to be used as full days of training. If half days are desired, it will include up to 3.5 hours of training. Additional travel fees will be charged when using two half days instead of a full day.

# GOLD SERVICE AGREEMENT PACKAGE

ATR GOLD Service Agreement Customers receive the following benefits for 1 full year:

- ◆ **ONE Day on-site installation service** (coordinated with district IT department)
- ◆ **FOUR Days of on-site professional development /training of staff or students\***
  - ⇒ 30 minute setup is required by the trainer
  - ⇒ Up to 7 hours of instruction per day, customized for your participants
  - ⇒ Up to 20 attendees per class
  - ⇒ For Kurzweil 3000 Web Software, assistance in setting up each class participant's user account on VPORT
  - ⇒ Handouts of training course material and reference guides
- ◆ **Travel Fees** included
- ◆ **Account Management** — 2 hours per month up to 18 hours per year may Include:
  - ⇒ VPORT accounts: setting up, adding and deleting users
  - ⇒ Uploading electronic textbooks or other material
  - ⇒ Remote technical support, training refreshers, answering miscellaneous questions
  - ⇒ Converting worksheets/tests to kesi file and uploading to Universal Library (48 hours notice required)
- ◆ **5% DISCOUNT** on all adaptive products & services for 1 full year (cannot be combined with other offers)
- ◆ **1 FREE** on-site motivational speech to students/parents
- ◆ **FREE** demo disks for students & parents

**ATR charges \$6,000 for this agreement.**

\* Packaged designed to be used as full days of training. If half days are desired, it will include up to 3.5 hours of training. Additional travel fees will be charged when using two half days instead of a full day.

# ONE DAY, ON-SITE TRAINING FOR SCHOOLS

## Included in each One Day of On-Site Training:

- Training and travel fees
- Up to 7 hours of customized instruction per day
- Up to 20 participants per class
- Handouts of training course material and reference guides

**KURZWEIL      \$1,100\***

**DRAGON NATURALLYSPEAKING \$1,100**

**INTELLITOOLS \$1,100**

**MINDPLAY      \$1,500**

Above prices include travel fees.

\* Kurzweil 3000 Web Software training includes assistance in setting up each class participant's user account on VPORT



**Kurzweil** Educational Systems

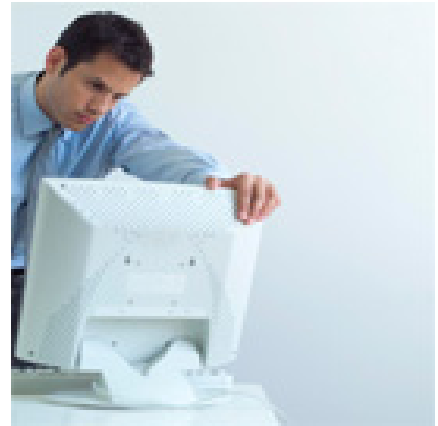


# ACCOUNT MANAGEMENT SERVICES FOR KURZWEIL 3000 WEB LICENSE CUSTOMERS

## ACCOUNT MANAGEMENT \*

ATR can assist you on multiple tasks that are required for a successful AT implementation.

- VPORT account setup plus adding and deleting users
- Uploading electronic textbooks or other material to Universal Library (for Kurzweil 3000 Web customers)
- Remote technical support, training refreshers, answering miscellaneous questions
- Converting worksheets/tests to kesi file and uploading to Universal Library (48 hours notice required)



\* Included in a 12-month **GOLD** Service Agreement Package or can be purchased separately.

**ATR charges \$250.00 per month or \$2,250 per year  
(For 2 hours per month, up to 18 hours per year)**

# ACCOUNT MANAGEMENT SERVICES FOR KURZWEIL 3000 WEB LICENSE CUSTOMERS

## VPORT SETUP FOR KURZWEIL 3000 WEB

Let ATR set up your VPORT accounts, including adding, deleting and changing VPORT accounts.

VPORT® is the new interchange for managing the Kurzweil 3000 web-based product.

- URL-based license delivery and management service.
- VPORT is designed to give teachers and administrators the ability to track student usages, manage student accounts, as well as assign and control how student are using the software (assignments and tests that are assigned to them).
- Roaming User Profiles allow individual preferences to travel wherever a learner logs in to a Kurzweil 3000 Web License client.
- VPORT can be accessed from any location that has Internet access therefore the administrator no longer has to install the software to manage or track its usage.

The screenshot displays the VPORT interface. At the top, it shows the user's name 'Teresa Turner' and a 'Log Out' button. Below this, there are navigation tabs for 'My Results', 'My Class', 'Assignments', and 'Word Lookup'. The main content area shows a quiz question: 'Question 1: What does "surf" mean in this sentence?' with four options: A. ride a wave, B. search for information, C. have fun, and D. sport surfed. The correct answer is B. Below the question is a table with columns for 'Question', 'Type', and 'Results / Score'. The table contains several rows of data, including 'Abent\_Zoe', 'Estives\_Yve', 'Brenovich\_Will', 'Orel\_Viv', and 'Uebel\_Tal'. A legend at the bottom explains the symbols used in the table: MC = Multiple Choice, TF = True or False, TXT = Short Answer, M = Matching, NS = Non-Scorable, and -- = Not Answered.

Question	Type	Results / Score
Abent_Zoe	B	6 of 9 66.66%
Estives_Yve	B	6 of 9 66.66%
Brenovich_Will	B	4 of 9 44.44%
Orel_Viv	B	9 of 9 100%
Uebel_Tal	B	7 of 9 77.78%
% Correct	100%	64 of 9 71.11%

**ATR charges \$250.00 for this service (for up to 100 names)  
\$16/hour after the first 100 names**

# ACCOUNT MANAGEMENT SERVICES FOR KURZWEIL 3000 WEB LICENSE CUSTOMERS

## BOOK SCANNING SERVICES

ATR is offering scanning services to assist in converting textbooks to electronic files which can be accessed by Kurzweil 3000.

*Don't let your students not have access to Kurzweil 3000 simply because you lack the available staff to scan textbooks! ATR can do this for you on a contractual basis.*



### Here's how it works...

- Enter into an agreement for ATR to scan and edit books so that they are digitally accessible in a “.kes” format which can be used within your district's Kurzweil 3000 software for students with disabilities.
- The school district provides ATR with a copy of each book to be scanned. The best copy available is preferred to minimize scanning errors.
- Each book must be associated with a student who is eligible to receive the text in electronic format due to a print disability and who needs access to that book.
- ATR will unbind each book and they will be returned unbound to the district.
- All books given to ATR to scan will be treated as confidential and will not be shared with other school districts.
- Books will be scanned and converted as accurately as possible by ATR staff to meet student needs. Please note that ATR cannot guarantee 100% accuracy in the final digital format.
- The time it takes ATR to scan and convert books will vary depending on the quality of the book, subject matter, its length and other factors. On an average, ATR can scan approximately 120 to 160 pages per hour and zone edit approximately 75 to 95 pages per hour.
- Once books have been successfully converted into the “.kes” format, the digital files can be uploaded to the district's Universal Library. ATR can assist in recommendations and development of a structure for the Universal Library. ATR has the ability to remote-in to your district's server and transfer the digital files to the Universal Library. Optionally, your district may upload the files to the Universal Library on it's own.

**ATR charges \$16/hour for this service. Call for a formal quote.**

# ACCOUNT MANAGEMENT SERVICES FOR KURZWEIL 3000 WEB LICENSE CUSTOMERS

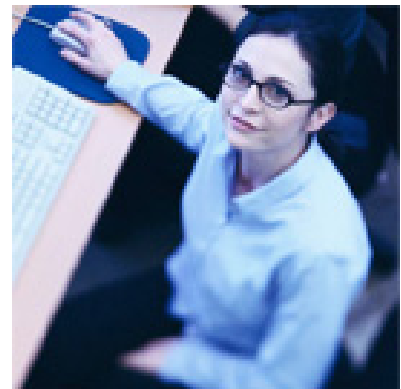
## SETTING UP A UNIVERSAL LIBRARY

Let ATR set up your Universal Library, including creating folder tiers, structure and importing existing electronic files for each school in the district. This can include but not be limited to breaking down folders, books and chapters for each individual school, building, grade level, teacher, student, subject and area of study.

Importing existing electronic Kurzweil files is also an option for configuring your library. This entails uploading each individual file and folder from the existing network library to a standalone web library and categorizing the material into the proper locations. This does require administrative access to the existing library of the files as well as remote desktop access to transfer the files remotely.

### Benefits of Web-based Universal Library Service

- Makes files available anywhere Kurzweil 3000 Web Client and an Internet connection exist.
- Share, reuse, and distribute documents and curriculum across users, schools, districts, and beyond.
- Serves as the repository for assignments, allowing you to store many files



**ATR charges \$195.00 setup fee plus  
\$16/hour for this service**

# INDIVIDUAL ADAPTIVE TECHNOLOGY ASSESSMENTS

## STUDENT ASSESSMENTS

ATR's staff of professional Occupational Therapists conduct student assessments for recommended AT accommodations and interventions.

Written reports are submitted with recommendations which can be incorporated into student's IEP. Individual assessments conducted onsite at school or home address special needs in the following areas:



- \* Learning Disabilities & Autism
- \* Low Vision & Blindness
- \* Reading Impairments
- \* Cognitive & Motor Delays
- \* Emotional Disorders
- \* Developmental Delays
- \* Cerebral Palsy & Muscular Dystrophy
- \* Traumatic Brain Injury
- \* Mobility Impairments
- \* Other Health Impairments

**Call ATR for a formal quote.**

# MEET THE PROFESSIONAL STAFF OF ATR

## **NICK HANFORD, MBA** **Manager, Educational Sales and Training**

Nick Hanford received his education from the University of Wisconsin, Oshkosh with a degree in Economics. He recently completed a Master's of Business Administration program at UW Oshkosh. Nick holds certifications in Dragon Naturally-Speaking as well as scan and read software such as Kurzweil 3000, textHelp, ClaroRead, and more.



Nick's expertise in adaptive technology solutions began when he started using software for his own reading and writing impairment due to dyslexia, which was diagnosed in the third grade. It was determined that his comprehension was excellent but he couldn't understand the printed word; a common problem for those individuals with dyslexia.

Since 2003, Nick has used his abilities to train clients in a variety of software including Microsoft's suite of productivity applications, text-to-speech and speech-to-text software, as well as screen magnification and screen reading software.

Nick manages the technical services area for ATR. He has consulted with numerous school districts in Wisconsin assisting them in the following areas:

- ◆ Implementing software in cooperation with the IT department (loading software; recommending to IT techniques and best practices in installation)
- ◆ Conducting regular maintenance on district computers as it pertains to AT and intervention software; including upgrades and file-management
- ◆ Assisting with troubleshooting IT issues as they relate to AT and intervention software
- ◆ Developing a structure for the Universal Library in which all electronic documents are stored for easy access by staff and/or students
- ◆ Setting up web license cloud-based storage accounts for all students and staff, providing appropriate rights.
- ◆ Nick's technical knowledge and ability to partner with a district's IT department and see a project through to completion has been an invaluable resource for many districts.

# MEET THE PROFESSIONAL STAFF OF ATR

## **CAROL LEYNSE-HARPOLD** **MS AdEd, OTR/L, ATP**

Carol Leynse-Harpold is a licensed Occupational Therapist who received a B.S. in Occupational Therapy, a Master's of Science in Adaptive Education & Assistive Technology from St. Norbert's College in De Pere, Wisconsin, Certified Ergonomic Assessment Specialist, and earned the ATP certification from RESNA (Rehabilitation Engineering and Assistive Technology Society of North America).



With over 25 years experience in assisting adults and children of all ages, Carol has gained extensive experience in the following areas:

- ◆ Conducting AT evaluations for individuals with high-level special needs.
- ◆ Certified IntelliTools Trainer
- ◆ Determining options in devices and services to suit clients' educational, mobility, self-care, accessibility, sensory, and environmental needs.
- ◆ Providing occupational, ergonomic, and self-care training.
- ◆ Referrals for a list of available solutions sources including outside agencies for DME or social service needs
- ◆ Offering Energy conservation & work simplification training.
- ◆ Programming for clients both in the school, clinic, hospital and home based environment as well as working with multidisciplinary and transdisciplinary team approaches.
- ◆ Utilizing multiple methods of service delivery including direct, consultative and monitoring to meet established IEP, IFSP goals as well as acute and rehabilitation services.
- ◆ Providing on-call OT rehabilitation services to adult populations in sub acute and skilled nursing facilities.

Carol's broad experience includes working with clients who have physical disabilities, low vision, mobility impairments, cognitive and motor delays, emotional disorders, autism, developmental delays, learning disabilities, and other health impairments. Additionally, Carol provides school districts in Wisconsin assistance in establishing an assistive technology team. Carol offers Master's Level Credit classes in a variety of assistive technology, develops needs assessments for district personnel, and helps to coordinate the integration of assistive technology into general curriculum.

# MEET THE PROFESSIONAL STAFF OF ATR

## **RICK ZILLER, MOTR/L Occupational Therapist**

Rick Ziller is a licensed Occupational Therapist who received a Bachelor of Science in Rehabilitative Science and a Master's in Occupational Therapy from Concordia University. He is a certified trainer in remedial reading products from MindPlay. Rick is a member of the American Occupational Therapy Association and board certified by NBCOT.



Rick has experience in the following areas:

- ◆ Certified Trainer for MindPlay products
- ◆ Conducting AT evaluations for individuals with high-level special needs
- ◆ Training students and school personnel on use of MindPlay reading intervention products
- ◆ Providing OT services for students within K-12 setting
- ◆ Determining options in devices and services to suit clients' educational, mobility, self-care, accessibility, sensory, and environmental needs
- ◆ Providing occupational, ergonomic, and self-care training
- ◆ Referrals for a list of available solutions sources
- ◆ Energy conservation & work simplification training

Rick is proficient in both Macintosh and Windows computers, has done an ergonomic analysis for a major manufacturer, and has adapted equipment to better suit the needs of those using it. Rick has a wide range of experience working with clients who have physical disabilities, visual impairments, and those clients with special needs, such as mobility impairments, cognitive and motor delays, traumatic brain injury, emotional disorders, autism, developmental delays, learning disabilities, and other health impairments.

Rick trains clients in a variety of software including Microsoft's suite of productivity applications, Macintosh applications, text-to-speech and speech-to-text software. He teaches groups of teachers and students in the use of reading intervention and adaptive technology software. Rick performs adaptive technology assessments, troubleshooting and support for adaptive software and equipment.

# MEET THE PROFESSIONAL STAFF OF ATR

## **BONNIE MULARSKI, M.S., OTR/L Occupational Therapist**

Bonnie Mularski is a licensed Occupational Therapist who received a Bachelor of Science degree in Occupational Therapy from Mount Mary College, and a Master of Science in Occupational Therapy with an adaptive technology focus from Mount Mary College. She is a certified trainer in remedial reading products from MindPlay. She has taught adaptive technology



classes at the graduate level and has presented at several conferences throughout Wisconsin. Bonnie has over 19 years of experience as an occupational therapist and assisting adults and children of all ages. For the past eight years, Bonnie has been the Assistive Technology Coordinator for the Cedarburg School District as well as for Ozaukee County. She developed and directed a countywide AT team.

As a valuable member of ATR's evaluation team, Bonnie provides the following services to clients:

- ◆ Certified Trainer for MindPlay products
- ◆ Conducts AT evaluations for individuals with high-level special needs, within school setting, work and home environments
- ◆ Trains school personnel in use of MindPlay reading intervention products and other adaptive technology solutions
- ◆ Determines options for devices and services to accommodate and remediate clients' educational, mobility, self-care, accessibility, sensory and environmental needs
- ◆ Provides occupational, ergonomic and self-care training
- ◆ Provides referral and resources of available sources for solutions
- ◆ Provides information as needed for energy conservation & work simplification training

Bonnie has a wide range of experience working with clients who have physical disabilities, low vision issues, mobility impairments, cognitive and motor delays, traumatic brain injury, spinal cord injury, emotional disorders, autism, developmental delays, learning disabilities and other health impairments.



# PRICE LIST

DESCRIPTION	PRICE
Silver Service Agreement Package, Page 6	\$3,000
Gold Service Agreement Package, Page 7	\$6,000
One Day of On-Site Training, Page 8 (Kurzweil 3000, Dragon NaturallySpeaking, Intellitools)	\$1,100
One Day of On-Site Training (Mindplay), Page 8	\$1,500
Account Management Service for Kurzweil 3000 Web, Page 9	\$2,250 per year or \$250 per month
VPORT Setup for Kurzweil 3000 Web, Page 10	\$250 first 100 names \$16/hour after first 100 names
Book Scanning Service for Kurzweil 3000, Page 11	\$195 setup fee plus \$16/hour
Universal Library Setup for Kurzweil 3000 Web, Page 12	\$195 setup fee plus \$16/hour
Individual AT Assessments, Page 13	Call for quote



**Adaptive Technology Resources, Inc.**

**1350 14th Avenue, Suite 3, Grafton, WI 53024**

**[www.AdaptiveTR.com](http://www.AdaptiveTR.com)**

**262-375-2020 800-770-8474 262-375-6777 (fax)**

**©Copyright 2011, Adaptive Technology Resources, Inc.**

