

**Division of Student Affairs**  
**Technology Fee – Systemic Project Proposal**  
**FY 2014-2015**  
**Accessibility of Computer-Based and Online Exams**  
**Requesting: \$13,333.23**

**1. Description of initiative/investment to enhance instructional technology:**

The Student Disability Resource Center (SDRC) is seeking to enhance technology resources to ensure students with disabilities have equal access to computer-based and online testing. The SDRC works with students with disabilities and faculty to provide testing accommodations. These accommodations may include scribes, readers, additional test time, separate space to test, or assistive technology. Testing formats include computer-based and online exams. The number of professors administering computer-based and online exams has more than doubled this term. Currently, SDRC does not have computers and equipment designated for testing services. This has posed challenges for SDRC to properly administer accommodated computer-based and online exams. With the dramatic increase in the use of technology, and the considerable potential for online learning, the SDRC has to undergo a transformation in the way it administers exams to better serve students with disabilities and faculty who rely on SDRC to accommodate their students outside of the classroom.

To enhance technology designated for testing services the SDRC is seeking financial support to purchase three all-in-one computers, network ports, surveillance cameras, assistive software, and a printer. The all-in-one computers are efficient and compact enough to fit in the testing carrels. To ensure computer-based and online exams are accessible to students with varying degrees of physical or sensory disabilities, assistive software needs to be installed on all of the computers. The specialized software includes JAWS, ZoomText, and Kurzweil 3000. JAWS is a screen reader, a software program for blind or visually impaired users. It provides the user with access to the information displayed on the screen via text-to-speech. Kurzweil 3000 is a tiered assistive reading, writing, and learning software solution for students with difficulty reading, including students with learning disabilities. ZoomText is a screen magnifier with built-in screen reader. It also has options to customize the monitor's color scheme and mouse pointers to suit the student's functional needs.

SDRC also needs a printer designated for the testing services. More faculty are opting to email their exams to SDRC rather than hand deliver hard copies. Additionally, some completed computer-based exams must be printed and returned to professors. Print jobs for testing services are currently sent to the general office printer. This results in extensive use of paper and ink from the general office printer and makes it difficult to separate direct service print jobs from general administrative printing. With a separate printer for testing, we can better manage the costs that relate to direct services for students which will result in long term savings for the University.

Faculty rely on SDRC to properly administer their exams outside of the classroom. Therefore, the center's mission is to operate by the highest professional standards and uphold ethical procedures that protect the integrity of all exams that are proctored. SDRC monitors exams with physical walk through and surveillance system. Currently there are cameras located directly above each testing carrel. However, with the installation of the computers in the testing carrels, additional cameras

should be installed to ensure comprehensive monitoring from different angles of the testing room. A monitor screen will also need to be installed to accommodate the additional cameras.

## **2. How the initiative (s) have a university-wide scope:**

The enhanced technology in the testing space at the SDRC will have university-wide impact and utilization that benefits both faculty and students. More professors are using computer-based tests as a platform to assess their students' learning. This can pose a challenge for the professors without resources to properly accommodate students with disabilities. Some computer-based tests include interactive stimuli such as video, audio, graphics, and animation. Without the proper assistive technology, some students are unable to access these exams. A properly equipped testing center can be a great resource for faculty to administer their exams in their preferred method without needing to alter the testing format or revert to paper/pencil test. Additionally, students with disabilities will be able to use their eligible accommodations (separate space for testing, additional time, and assistive technology) to take computer-based tests which they're unable to do in a typical computer classroom.

Faculty who teach online classes who require third party proctoring services will be able to utilize the SDRC as a proctoring site for students with disabilities. Systems like *Respondus Lockdown Browser* or remote proctoring service like *Proctor U* may not be compatible with some assistive technology used by students with disabilities. Allowing students to have their exams proctored at SDRC ensures accessibility of tests for students and the availability of a proctor to administer the exams for professors.

The printer will be used to print exams that professors email to SDRC to administer. This mode of delivery saves faculty time from having to make copies and deliver to SDRC. Additionally, completed computer-based exams can be printed for professors who require hard copies returned to them.

The availability of assistive technology like JAWS, Zoomtext, and Kurzweil 3000 for computer-based and online exams will provide students access to computer-based testing materials and give them more independence to take tests without physical assistance. Additionally, students with disabilities enrolled in online classes who need third party proctoring services can rely on SDRC for proper accommodations. A student who is blind will be able to independently take a test with the use of a read out loud program such as JAWS. A visually impaired student will be able to enlarge the content on the screen through the use of Zoomtext without the need of a reader. And, the availability of Kurzweil will assist the student with reading and typing their exams.

## **3. Description of benefits provided:**

Enhanced technology at the SDRC testing space will serve as a secure, reliable, and quiet space that benefits both faculty and students.

- University compliance with ADA accessibility requirements for internet-based programs
- Assistive technology provides flexibility and is adaptable to a variety of disabilities
- SDRC can function as a proper testing environment with available technology for students with disabilities and professors can be assured integrity of their exams is protected.

- Professors do not have to alter the format of their computer-based or online tests to accommodate students who need separate space, additional time, or assistive technology for their exams
- Increase the university's capacity for computer-based testing
- Provide greater accessibility for students with disabilities who are required to take computer-based or online exams
- Assistive technologies allow students to take advantage of many of the same opportunities for success as other students such as enrolling in online courses

#### 4. Description of alignment with UWF Strategic Plan

**UWF Priority 1.2. Facilitate students' access to and choice of the University of West Florida to meet their higher education needs.**

Proper assistive technology for SDRC's testing service has the capacity for increasing student independence, enhancing student's participation in their academic pursuits, and advancing their academic standing which ensures them equal access to their educational environment.

**UWF Priority 4.1. Support and sustain the high-quality services and infrastructure needed to achieve identified UWF priorities.**

By providing assistive technology and computer access for students testing at SDRC, we are "*making needed improvements to facilitate optimal learning conditions...maintain high-quality, student-focused buildings.*"

**UWF Priority 1.3. Improve student persistence and timely progression to degree attainment.**

The enhanced testing space at the SDRC will serve as an "*improved academic support*" for students with disabilities, which will likely result in "*student retention and timely degree completion.*"

#### 5. Description of how success/impact will be measured

Success of this project will be achieved when the computers, assistive technology, and cameras have been installed, and SDRC can notify students and faculty about the available resources. Success will be measured by the number of computer-based or online exams SDRC is able to accommodate.

#### 6. Detailed description of resources required including hardware and software requirements and personnel costs (faculty compensation is not an allowed cost).

- a. Space and Equipment information
  - i. Computers will be placed in testing rooms 106, 131, and 134 in Bldg 19.
  - ii. Each of these rooms has internet ports: Room 106 has two internet outlets; Room 131 has one; and Room 134 has two. Since there are current outlet

ports, SDRC will collaborate with IT to determine if the identified outlets are capable of connecting to the new computer systems. If current ones are not usable, SDRC will be responsible for cost of new installation based on IT's recommendations.

- b. SDRC currently has a surveillance system that was installed by Advanced Superior Phone and Data, Inc. through Facilities Planning & Construction during (Summer 2013.) However, SDRC will need additional cameras to properly monitor computer based exams from different angles of the room. Based on the feedback from Facilities and Planning, eight additional cameras are needed to upgrade the monitoring system from 16 ports to 24 ports. (See upgrade quote from Facilities Planning & Construction, Project Manager Earl Smith.)
- c. SDRC contacted Dale Baskett with IT to obtain another quote for all-in-one Dell computer and printer. (See attached quotes)
- d. SDRC will be responsible for annual maintenance needs/costs for the licensed software and video monitoring system.

Dell All-In-One OptiPlex 9020	3 @ \$1018.08	\$3054.24
Kurzweil 3000	3 @ \$ 795	\$2385
JAWS	3 @ \$1095	\$3285
ZoomText	3 @ \$550	\$1650
Upgrade surveillance cameras (upgrade to 24 port DVR, 8 Camera, Install kits, 16 port power supply)	\$2439.00	\$2439
Dell C3760dn Color Laser Printer	1 @ \$519.99	\$519.99
<b>Total</b>		<b>\$13,333.23</b>

#### 7. Proposed timeline

- April 2014 order equipment (or sooner depending on when funding is available)
- June 2014 computers imaged and installed with software
- August 2014 computers and cameras installed in the testing rooms
- September 2014 notification to student and faculty about testing space upgrade
- September 2014 available for student testing

#### 8. Plan for sustainability beyond conclusion of funding from technology fee, if applicable.

SDRC will assume responsibility for the administration, scheduling, and maintenance of the equipment, computers, and software programs.

#### 9. Individual responsible for reporting and accountability, along with contact information.

Vannee Cao-Nguyen, Director

Student Disability Resource Center  
[vcao@uwf.edu](mailto:vcao@uwf.edu)  
850.474.2387



Dell recommends Windows.

## View/Print Cart

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### University of West Florida

**E-quote Number:** 1016253757392

**E-quote Name:** Michelle Hayes

**Saved By:** Dale R Baskett

dbaskett@uwf.edu

**Saved On:** Tuesday, February 11, 2014

**Expires On:** Saturday, April 12, 2014

**Premier Page Name:** University of West Florida

**E-Quote Description:** Dell Color Laser Printer

**Phone Number:** (850) 314-6910

**Purchasing Agent:**

**Notes/Comments:**

**Additional Comments:**

#### Description



**Dell C3760dn Color Laser Printer**

Date & Time: February 11, 2014 4:28 PM CST

#### SYSTEM COMPONENTS

**Dell C3760dn Color Laser Printer**

Dell C3760dn Color Laser Printer

	Qty	1
Unit Price		\$519.99

**Catalog Number:** 25 C3760DN

Module	Description	Product Code <a href="#">(hide)</a>	Skus <a href="#">(hide)</a>	Id <a href="#">(hide)</a>
Dell C3760n/dn Color Laser Printers	Dell C3760dn Color Laser Printer	C3760DN	[225-3658]	1
Hardware Support Services	1 Year Basic Limited Warranty and 1 Year Next Business Day Onsite Service	U10S	[935-5735] [935-5755] [990-9989]	29
<b>TOTAL:</b>				<b>\$519.99</b>

	<b>Total Price</b>
<b>Sub-total</b>	<b>\$519.99</b>
<b>Tax</b>	--
<b>Total Price<sup>1</sup></b>	--

In the event that you are subject to a tax holiday, you will not be charged tax.



Dell recommends Windows.

## View/Print Cart

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### University of West Florida

**E-quote Number:** 1009748453032**E-quote Name:** Michelle Hayes**E-Quote Description:** OptiPlex 9020AIO**Saved By:** Dale R Baskett  
dbaskett@uwf.edu**Phone Number:** (850) 314-6910**Saved On:** Tuesday, February 11, 2014**Purchasing Agent:****Expires On:** Saturday, April 12, 2014**Notes/Comments:****Premier Page Name:** University of West Florida**Additional Comments:**

#### Description

**OptiPlex 9020 All-In-One – Build Your Own**

Date &amp; Time: February 11, 2014 4:25 PM CST

#### SYSTEM COMPONENTS

**OptiPlex 9020 All-In-One – Build Your Own**

Qty

3

OptiPlex 9020 All in One Desktop, Windows 7 Home Premium, 64-bit, English

Unit Price

\$1,018.08

**Catalog Number:** 25 E186CUBTO

Module	Description	Product Code (hide)	SKU (hide)	Id (hide)
Optiplex 9020 AIO	OptiPlex 9020 All in One Desktop	9AIOC	[210-AATQ]	1
Operating System(s)	Windows 7 Home Premium, 64-bit, English	7HPN61E	[421-5549]	11
Memory	8GB (2x4GB) 1600MHz DDR3L Memory	8G2D	[370-AAMY]	3
Keyboard	US English (QWERTY) Dell KB212-B QuietKey USB Keyboard Black	8KBUS	[580-AAQX]	4
Monitors	Thank you for choosing Dell	23AIO	[480-ABLF]	5
Graphics Cards	Intel® Integrated Graphics	INT	[490-BBFG]	6
Wireless Drivers	No Wireless Selected	NOWRLS	[555-BBFO]	7
Boot Hard Drives	500GB 3.5inch SATA (7.200 RPM) Hard Drive	500SG7	[400-AANO] [575-BBBB]	8
Mouse	Dell MS111 USB Optical Mouse	USBMSE	[570-AACR]	12
Optical Drive	8x Slimline DVD+/-RW Drive	8DVDRW	[325-BBCC] [429-AACN]	16
Wireless	No Wireless Selected	NOWRLS	[555-BBFO]	19

<b>Power Supplies</b>	System Power Cord (English)	USPWRC	[450-AAOJ]	20
<b>Documentation</b>	Safety/Environment and Regulatory Guide (English)	ENGDOC	[340-ABSZ]	21
<b>Productivity Software</b>	No Office software	NOFFICE	[379-BBDB]	22
<b>Hardware Support Services</b>	3 Year Basic Hardware Service with 3 Year NBD Limited Onsite Service After Remote Diagnosis	U3OS	[935-6167] [939-1018] [939-2491] [996-1172]	29
<b>Low Power Mode</b>	1-Watt BIOS	1WBIOS	[340-ABMZ]	38
<b>Systems Management Mode</b>	No Out-of-Band Systems Management	NOVPRO	[631-AABE]	49
<b>Resource DVD</b>	No Diagnostic/Recovery CD media	NORDVD	[340-ABJI]	50
<b>TechSheet</b>	No Quick Reference Guide	NOTSH	[340-ABKW]	60
<b>Canada Ship Options</b>	US No Canada Ship Charge	USNONE	[332-1286]	111
<b>Chassis Options</b>	Up to 90 % efficient PSU Base 58,4cm (23") Non-touch with Camera, UMA	CMNTUM	[329-BBJB] [329-BBJL] [412-AABF] [575-BBBG]	116
<b>E-Star</b>	No ESTAR	NOESMRT	[387-BBDH]	122
<b>Processor</b>	Intel® Core™ i5-4570S Processor (Quad Core, 2.90GHz Turbo, 6MB, w/ HD Graphics 4600)	54570S	[338-BCDL]	146
<b>Encryption Software</b>	No DDPE Encryption Software	NODDPE	[954-3465]	156
<b>Chassis intrusion switch</b>	No Chassis Intrusion Switch	NONRSN	[461-AAAW]	289
<b>Intel® Rapid Start and Smart Connect Technology</b>	NO INTEL RESPONSIVE	NOINTR	[551-BBBJ]	346
<b>Packaging</b>	Shipping material for AIO	SHP	[340-ABKT] [389-BBUU]	465
<b>support</b>	Integrated Basic Stand	BSTND	[575-BBBL]	558
<b>Optical Software</b>	PowerDVD Software not included	NOPDVD	[429-AAGQ]	597
<b>Regulatory Label</b>	Regulatory Label	JSD2LBL	[389-BBYL]	676
<b>CFI Included (Smart Selection)</b>	CFI Not Included	CFINO	[469-2486]	706
<b>Processor Branding</b>	Intel® Core™ I5 Label	ICI5SML	[389-BBWP]	749
<b>LCD</b>	23 IN WLED Full-HD AIO Non-Touch Display	NONTCH	[391-BBDM] [389-BCCZ] [421-4047] [421-9982]	760
<b>Non-Microsoft Application Software</b>	Additional Software for Window 7	CYC3W7	[422-0008] [632-BBBL] [632-BBBO]	1003



			[632-BBBZ]	
			[632-BBCB]	
			[640-BBDF]	
			[640-BBEV]	
			[658-BBMQ]	
			[658-BBMR]	
			[658-BBNF]	
<b>Security Software</b>	No Anti-Virus SW	NOSCRTY	[650-AAHJ]	1014
<b>Operating System Media</b>	OS-Windows Media Not Included for N-Series	NOMEDIA	[620-AALW]	200013
<b>Dell Backup &amp; Recovery</b>	Dell Backup and Recovery Manager for Windows 7	DBRMW7	[637-AAAK]	200076
				<b>TOTAL: \$3,054.24</b>

	<b>Total Price</b>
<b>Sub-total</b>	<b>\$3,054.24</b>
<b>Tax</b>	--
<b>Total Price<sup>1</sup></b>	--

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snCM55

A ADVANCED SUPERIOR PHONE AND DATA,  
 INC.  
 1936 EDGEWOOD DRIVE  
 NAVARRE, FL 32566

# Quote

Date	Estimate #
2/19/2014	1037a

Name / Address
UNIVERSITY OF WEST FL. (ES) 11000 UNIVERSITY PARKWAY PENSACOLA , FL 32514 ATTN MR. EARL SMITH and MS Pursell

P.O. No.	Terms	Rep	Account #	Project	Other
	COD				

Description	Qty	Cost	Total
MR Earl, Building 19 Testing Center. Adding 8 additional Cameras on existing system will require enlarging the system to 24 instead of 16 ports. Install with kits 8 dome cameras indoor 600 TVL.			
Swap out system to 24 port DVR.	1	1,195.00	1,195.00
Camera 600 TVL.	8	65.00	520.00
install kits/cable	8	75.00	600.00
16 port power supply	1	124.00	124.00
		<b>Total</b>	\$2,439.00

Phone #	Fax #	E-mail	Web Site
(850)939-7654		aaspdinc@gmail.com	