

AT Inventory Checklists

Directions for completing the AT Inventory Checklist, Step 1

To complete this section of the form, add an x in the check boxes to indicate:

- “I have this” – I own or have access to a device/app/software which does this (column 2).
 - If you are not sure if you own a device you are using at school or in a community setting, ask at that location.
- “I need this” – I need to consider getting a device/app/software that will help me do this (column 3).
 - You will learn about working with professionals to help you decide which kind of device/app/software to get in the next module.
- “Someone helps me do this” -a personal care attendant (PCA), teacher, parent or someone else helps me complete this task (column 4).

Low Vision or Blind

Magnification

Examples: hand-held magnifier, video magnifier

Assistive technology that magnifies:	I have this	I need this	Someone helps me do this
Printed text and photos on paper (e.g. handouts, bills)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Labels on products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Items that are far away (signs, whiteboard, presentation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electronic text and photos on a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Color enhancement options (e.g. adjust contrast)

Examples: hand-held magnifier, software that adjusts contrast on electronic text

Assistive technology that changes the color of:	I have this	I need this	Someone helps me do this
Text and/or photos on paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Labels on products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Items which are far away (signs, whiteboard, presentation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Text and/or photos on a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Text-to-Speech or Screen Reader Software

Examples: portable devices which read text, software which reads electronic text

Assistive technology that reads text	I have this	I need this	Someone helps me do this
Printed on paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Printed on labels on products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
on a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Wayfinding

Examples: GPS, smartphone apps which announce points of interest you pass on the street

Assistive technology that helps you know where you are or where you are going	I have this	I need this	Someone helps me do this
Within a building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To a location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note Taking

Examples: smart pens, software that records audio in addition to typed notes

Assistive technology that helps you take notes	I have this	I need this	Someone helps me do this
Using a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When away from my desk (in a meeting, in a class, at a conference, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Miscellaneous Assistive Technology

Examples: talking measuring tape, talking microwave

Assistive technology that helps using/working with	I have this	I need this	Someone helps me do this
Office Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warehouse Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hard of Hearing or Deaf

Amplification

Examples: assistive listening devices, FM systems

Assistive technology that helps you hear	I have this	I need this	Someone helps me do this
Telephone Conversations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In-person Conversations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meetings/Presentations/Classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer/Tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Communication Devices (including Telecommunication)

Examples: Cap-Tel Phone, Video Relay Service (VRS), wireless two-way conversation device

Assistive technology that provides you an alternative way to communicate during:	I have this	I need this	Text	American Sign Language	Someone helps me do this
Telephone Conversations	<input type="checkbox"/>				
In-person Conversations	<input type="checkbox"/>				
Meetings/Presentations/Classes	<input type="checkbox"/>				
Computer/Tablet	<input type="checkbox"/>				

Speech Communication

Amplification

Example: personal speech amplifier

Assistive technology that helps others hear your voice during:	I have this	I need this	Someone helps me do this
Telephone Conversations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In-person Conversations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meetings/Presentations/Classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer/Tablet – e.g. when using Skype	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Speech Output

Example: device that voices words you type

Assistive technology that allow you to select words and/or phrases to be spoken aloud during:	I have this	I need this	Someone helps me do this
Telephone Conversations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In-person Conversations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meetings/Presentations/Classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer/Tablet – e.g. when using Skype	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motor Impairment

For Carrying Equipment

Example: rolling carts

Assistive technology that helps you carry:	I have this	I need this	Someone helps me do this
Books, laptop etc. to classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equipment at work or school	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note Taking

Examples: smart pens, software that records audio in addition to typed notes

Assistive technology that helps you take notes:	I have this	I need this	Someone helps me do this
Using a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When away from my desk (in a meeting, in a class, at a conference, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Accessing Materials

Examples: easels, page turners

Assistive technology that helps you work with:	I have this	I need this	Someone helps me do this
Books/Magazines/Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Products, tools, gauges, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Miscellaneous Assistive Technology

Examples: automatic stapler, switch activated devices

Assistive technology that helps using/working with	I have this	I need this	Someone helps me do this
Office Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warehouse Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Learning and Cognition – Accessing Text

Text to Speech

Examples: portable devices that read text, apps that read webpages aloud

Assistive technology that reads	I have this	I need this	Someone helps me do this
Printed text and photos on paper (e.g. handouts, bills)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Printed text on labels on products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electronic text on a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Color enhancement options (e.g. adjust contrast)

Examples: hand-held magnifier, software that adjusts contrast on electronic text

Assistive technology that changes the color of:	I have this	I need this	Someone helps me do this
Text and/or photos on paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Labels on products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Items which are far away (signs, whiteboard, presentation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assistive technology that changes the color of:	I have this	I need this	Someone helps me do this
Text and/or photos on a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Focus Enhancement Options (e.g. highlighting word/sentence you are reading)

Examples: literacy software which has a focus option; reading with colored ruler over text

Assistive technology that helps with focus while reading	I have this	I need this	Someone helps me do this
Printed text on paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Text on a computer/tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Learning and Cognition – Organization/Memory

Organizers

Examples: apps and software which store notes and tasks, project organizing apps

Assistive technology that helps keeping track of/organizing	I have this	I need this	Someone helps me do this
Items printed/written on paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Items or products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documents/Files on a computer or tablet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meetings, due dates or appointments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steps/what is completed/what is next to do in a project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Directions for completing the AT Inventory Checklists, Step 2

Now we will review your answers, and you can fill in more information if it is helpful.

Items you marked "someone helps me do this"

Are there tasks you could complete on your own if you had the proper AT? If so, list them here:

Are there parts of any of the tasks you marked "someone helps me do this" you could do on your own if you had the proper AT? If so, list them here:

Items Not Listed

There may have been specific tasks that you need help doing that were not covered when you first filled out your AT inventory. List any other tasks you need to complete here.

Remember: you don't need to know all the types of AT available, just ask yourself "is there assistive technology that can help me do this?" Many people will be able to help you answer this question and guide you through the process of finding and getting that AT.

Directions for completing the AT Inventory Checklists, Step 3

For Those Going Into College

To help guide conversations you will have with professionals and staff to meet your AT needs, check the following items you have concerns about being able to do independently:

- Getting to the college
- Getting around the campus and into classroom
- Accessing information in the classroom:
- Talking to teachers and classmates
- Doing homework
- Taking exams

New AT User Who Is Returning to School

Make a list of things which you used to use to help you be successful in school, and now need support or AT to help you accomplish them.

For Those Working or Applying for Jobs

New AT User Who Is Returning to Work

What tools/materials (including equipment, computer software, printed materials) did you use successfully before at work which you worry about using or managing now? List those here:

Which tasks are you concerned you may not be able to complete fast enough?

It can be difficult to consider things you have trouble completing on your own, but this is an important step you have completed. Congratulations! You now have important information about your needs that are ready to share with professionals you will meet in the next chapter as well as some good ideas of AT to begin to investigate. Print this checklist or save it for yourself. Remember to keep an extra copy in your files as it may be helpful in the future.