



Loyola Institute of Technology & Science

Loyola Nagar, Thovalai - Rajavoor Road, Thovalai Post - 629 302, Kanyakumari District, Tamilnadu
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Approved by AICTE

Affiliated to Anna University, Chennai

POLICY ON DIVYANGJAN

Introduction:

Rights of Persons with Disabilities Act, 2016 prohibits discrimination against individuals with physical and mental disabilities. Loyola Institute of Technology and Science is totally against any kinds of discriminations on any grounds including disability. The Institute focuses to inculcate an interactive learning cum teaching and working environment where students and staff are treated fairly irrespective of disability. Loyola Institute of Technology and Science always focuses to create programs, services, and activities accessible by all the persons with disabilities.

Policies and Measures:

- The college provides equal opportunities for differently-abled students without any kinds of difference based on their physical appearance
- The people with disability will always have an extra care for their improvement and completion of studies.
- The institution provides the provision for allotment of scribes for writing all Anna University Examinations.
- The institution provides non-visual desktop access (NVDA) for easy and better understanding of differently abled students.
- Students with disability are treated like normal students to create normalcy and special care has been taken to make them feel normal.
- To ensure maximum participation of students with disabilities and to provide them the equal opportunities in every programs for their career development
- The institution ensures that the campus is barrier free to all students in order to make all the resources are available to physically challenged students.




Dr. J.D. DARWIN, M.E., Ph.D.,
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LOYOLA NAGAR, THOVALAI - RAJAVOOR ROAD
THOVALAI-629 302, KANYAKUMARI DIST.

To Produce World class Engineers & Leaders



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Initiatives taken by the institution for the differently-abled Students:

- Ramps are constructed inside the campus for their ease of movement.
- Barrier free wash room is available separately for their convenience.
- Tactile pathway is provided.
- NVDA software is provided in the lab for their better understanding.
- The scribe is arranged for differently-abled student to write their university examinations.
- Provision for human assistance is available.
- Display boards and Signage's are provided in the campus for easy identification.




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The Institution has disabled-friendly, barrier free environment


- Assistive technology and facilities for persons with disabilities (Divyangjan)
accessible websites, screen-reading software, mechanized equipment

1. For the benefit of differently-abled students, a separate class is arranged individually. A peer-to-peer teaching method is implemented which is the best way, of effective learning for differently abled students.

2. Wheelchair is provided to assist Divyangjan students.

3. NVDA (Non-Visual Desktop Access) and BRAILLE BLASTER are free “screen readers” that facilitate blind and visually impaired students' use of free “screen readers” which facilitate blind and visually impaired students to use computers. In this, it reads the text on the screen in a computerized voice. Using a mouse, students can control what is read by moving the cursor to the relevant area of a text. NVDA and BRAILLE BLASTER provide the key to education and employment for many blind people. It also provides access to social networking, online shopping, banking, and news. NVDA and BRAILLE BLASTER are the two software's, where the Braille learning process can be practiced. These software's are particularly for blind students if anyone gets admitted.




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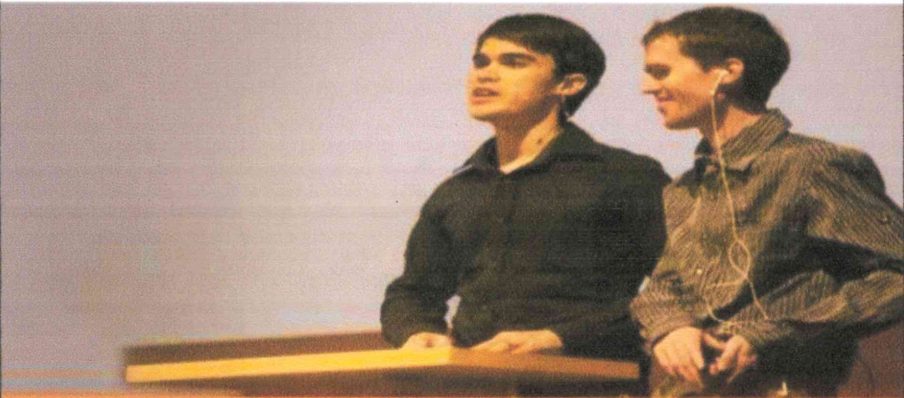
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Menu



WE BELIEVE THAT
every Blind + Vision Impaired
person
DESERVES THE RIGHT TO
freely & easily access a
computer!

**WE CREATE THE SOFTWARE
WHICH MAKES THAT POSSIBLE**




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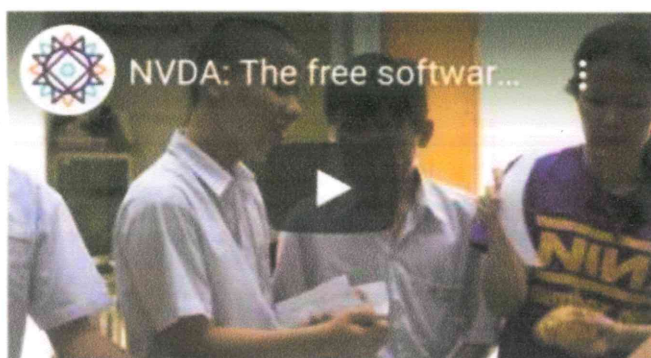
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Menu



Menu

THE FACTS



Millions of People

There are 285 million blind & vision impaired people in the world. They all have amazing gifts to contribute to society, but they need the right tools to realise their dreams.



Menu

The Issue

Unfortunately many screen readers cost thousands of dollars — often more than the computer itself. This holds millions of people back from affording to use a computer and discovering their potential.



A Free Solution

We have spent the last 12 years developing the global solution: a free, high quality screen reader, accessible to all! We have already enabled 100,000+ people to gain freedom, education and employment!



Menu




Technology Is The Key

Technology opens up so many doors. But for those of us without sight, computers don't work straight out of the box. Software called a "screen reader" is needed to translate visual information verbally, so we can make sense of what is on screen.



Non-Visual Desktop Access (NVDA) Software


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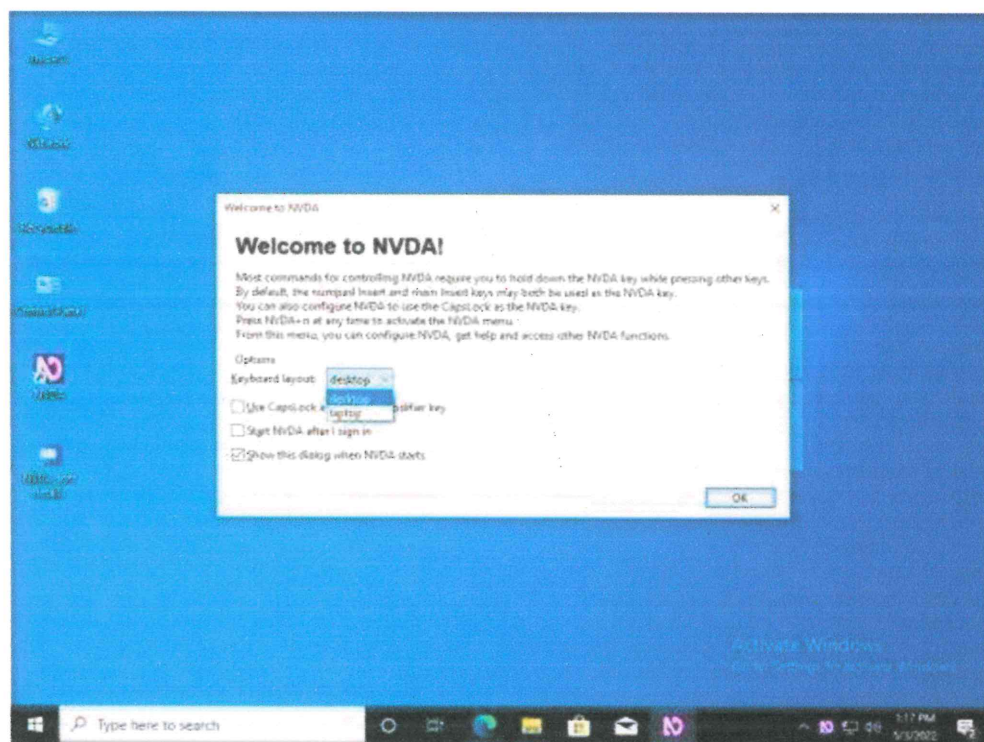
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NVDA Software Screenshot




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BRAILLE BLASTER SOFTWARE

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A New Choice in Braille Transcription Software

BrailleBlaster™ is a braille transcription program developed by the American Printing House for the Blind to help transcribers produce blind students with braille textbooks on the first day of class.

Download | FAQ | Documentation | Donate

AMERICAN PRINTING HOUSE

What is BrailleBlaster?

BrailleBlaster takes advantage of the rich markup contained in NIMAS (National Instructional Materials Accessibility Standard) files to automate basic formatting and gives you tools to make advanced tasks quicker and easier. Designed primarily for editing textbooks that meet the specifications published by the Braille Authority of North America, the purpose of BrailleBlaster is to help braille producers ensure that every student has their braille textbooks on the first day of class.

BrailleBlaster relies on Liblouis, a well-known open-source braille translator, for translating text and mathematics to braille. BrailleBlaster can also utilize a user-provided custom braille translator for translating text and mathematics to braille.

BrailleBlaster Features

- Translates braille accurately in HTML or EBML
- Format braille
- Automate line-numbered poetry and prose
- Split braille into volumes
- Add transcriber notes
- Describe images
- Automate braille table of contents, glossaries, preliminary pages and special symbols pages
- Automate a variety of table styles
- Transliterate and edit single-line math
- Do much more!

The development of BrailleBlaster and modifications to Liblouis are part of the RIAA Plan (Resources with Enhanced Accessibility for Learning). The RIAA Plan is an ongoing initiative of the American Printing House for the Blind to organize the conversion and delivery of braille and other accessible formats to students who are blind.

AMERICAN PRINTING HOUSE

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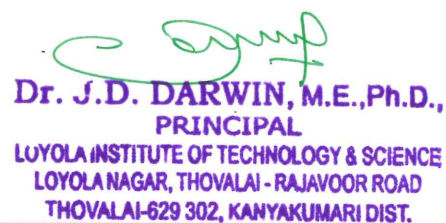


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[illegible]

BRAILLE BLASTER Software Screenshot



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	ANNA UNIVERSITY CHENNAI 600 025 Office of the Controller of Examinations	W. Off: 22301632, 22357244
		22357295, 22357296
		22357286, 22357263
		Fax: 91-44-22301134
		E-mail: coe@annauniv.edu

Lr. No. 7101/COE/C33/2016/48314 Date: 05.11.2016

From
The Controller of Examinations
Anna University,
Chennai - 600 025.

To
The Principal,
7101 - Adithya Institute of
Technology,
Coimbatore - 641 107.

Sir,

Sub: Office of the Controller of Examinations - Anna University -
Chennai 25 -Nov/Dec 2016 Examinations - Permission for extra time
with half an hour to complete the examinations - Granted - Reg.


Ref: Your Lr. AIT/EC/EXAM/3311 Dated: 02.11.2016

Kind attention is invited to the reference cited.

It is informed the Mr Praveen D with Reg. No: 710111104026 Bachelor of
Engineering in Computer Science and Engineering branch student of your college is
permitted to write the Nov/Dec 2016 Theory examinations with half an hour extra
time, on the basis of Medical certificate produced by him as a special case.


You are requested to make suitable arrangements in this regard under your
strict vigilance.

Yours faithfully,


5.11.16
CONTROLLER OF EXAMINATIONS

Copy to: The Zonal Co-ordinator / Officer, Zone - IX.




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(15)

	ANNA UNIVERSITY CHENNAI - 600 025 Office of the Controller of Examinations	<table border="1"><tr><td>Off:</td><td>22367633, 22367244</td></tr><tr><td></td><td>22367239, 22367249</td></tr><tr><td>Fax:</td><td>22367244, 22367287</td></tr><tr><td>E-mail:</td><td>coe@annauniv.edu</td></tr></table>	Off:	22367633, 22367244		22367239, 22367249	Fax:	22367244, 22367287	E-mail:	coe@annauniv.edu
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Fax:	22367244, 22367287									
E-mail:	coe@annauniv.edu									

Lr. No. X200/COR/C20/2015 Date: 04.04.2016

From: **Dr. G.V. UMA**
Controller of Examinations
Anna University
Chennai - 600 025

To: **The Principals of all Affiliated Colleges /
Government Colleges / Deans of Regional Offices /
University Colleges under Anna University.
Chennai - 600 025 (Zone - I to XXIII)**

Sir / Madam,

Subj: Office of the Controller of Examinations - Anna University, Chennai - 25 -
Higher Education - Guidelines for conducting written examination for persons with
disabilities - appointment of scribes - framing of additional guidelines in the appointment
of scribes as per the directions of the Honourable High Court of Madras - Guidelines and
instructions issued for adherence - Reg.

Ref: (1) Letter No. 3166/G1/2016-1, dated 08.03.2016 from the Joint Secretary to Government,
Secretariat, Chennai - 600 009.
(2) Lr. No. 08457/TAC/2016, dated 01.04.2016 from the Director of Technical Education,
Chennai - 600 025 addressed to the Registrar, Anna University, Chennai - 600 025.

I invite your kind attention to the reference 2nd cited, wherein the Director of Technical
Education has requested this office to follow the guidelines issued by the Government of
Tamil Nadu in Higher Education in respect of appointment of scribes and conducting
examination for persons with disabilities.

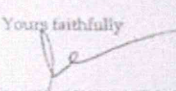
In this connection, I would like to point out that a detailed guidelines pertaining to the
appointment of scribes and conducting examination for persons with disabilities has been issued
by the Higher Education Department based on the guidelines issued by the Government of India
and Honourable High Court of Madras (copy enclosed). I request you to follow the guidelines
in addition to guidelines issued by this office earlier.

I also request you to create a pool of scribes in your college based on the guidelines
issued by the Government of Tamil Nadu scrupulously and the fact of which may be intimated
to this office along with the panel containing of the name of persons to be appointed as scribes.


As a report has to be furnished to Government in this regard, I request you to send the
panel to this office on or before 16.05.2016.

I request you to treat this letter as **"MOST IMMEDIATE"**.

Yours faithfully


CONTROLLER OF EXAMINATION

Encl.: As above.
Copy to:
1. The Director of Technical Education, Chennai - 600 025
2. All the Zonal Co-ordinators / Officers.



Provision of Scribe for differently able students to write exam


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DEPARTMENT OF TECHNICAL EDUCATION

From
The Director of Technical Education,
Directorate of Technical Education,
Guindy, Chennai - 600 025.

To
The Registrar,
Anna University,
Guindy, Chennai - 600 025.

15546
48 APR 2016
CHENNAI

Letter No. 08457 / TAC / 2016, dated: 01.04.2016

Sir,

Sub: Technical Education - Guidelines for conducting written Examination for persons with disabilities - Appointment of scribes - Framing of additional guidelines in the appointment of scribes as per the directions of the Hon'ble High court of Madras - Regarding.

Ref: Government letter No. 3166 / G1 / 2016 - 1, dated: 08.03.2016.

Your attention is invited to the above subject matter. The copy of the Government letter cited in the reference is enclosed herewith for your reference.

In this regard, you are requested to follow the guidelines and procedures mentioned in para - 3 of the letter cited in the reference and also to take immediate action to create a pool of scribes separately for the Technical Education Department within a prescribed time and furnish the same to the O/o the State Commission for the Differently Abled under intimation to Government, immediately.

End: As stated above

[Signature]
for Director of Technical Education

Copy to:
✓ The Controller of Examinations,
Anna University,
Guindy, Chennai - 600 025.



Guidelines of Scribe for differently able students to write university exam

[Signature]
Dr. J.D. DARWIN, M.E., Ph.D.,
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GEOTAGGED PHOTOS OF DISABLED FRIENDLY ENVIRONMENT

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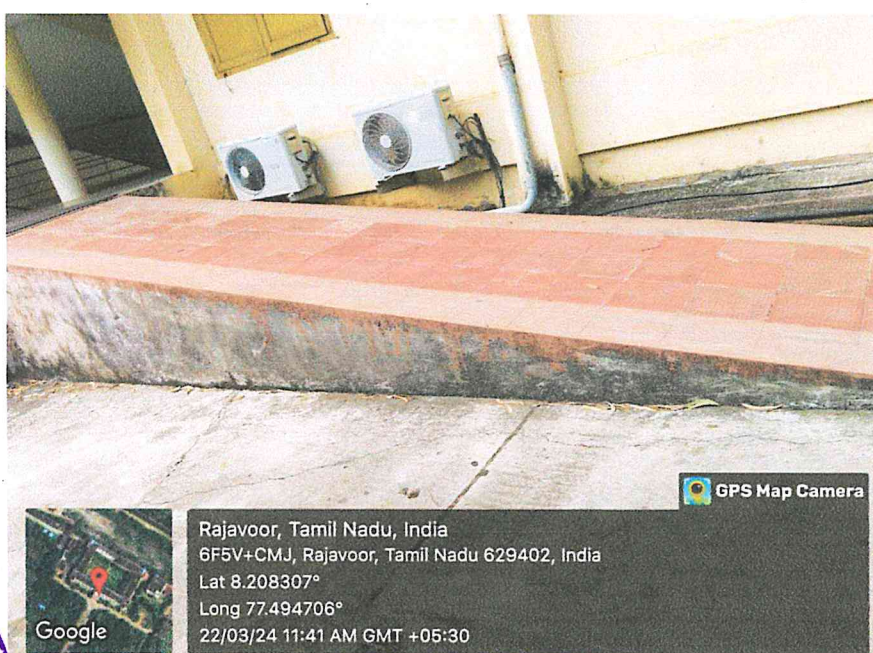
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CIRCULAR FOR DISABLED- FRIENDLY, BARRIER FREE ENVIRONMENT

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Most immediate

Higher Education (G1) Department
Secretariat, Chennai-9

Letter No.3166/G1/2016 -1, Dated: 08.03.2016

From
Thiru.G.Gopal, B.Sc.,
Joint Secretary to Government

08457

To
The Director of Collegiate Education, Chennai - 6.
The Director of Technical Education, Chennai - 25.

Sir,

Sub: Higher Education - Guidelines for conducting written examination for persons with disabilities - appointment of scribes - framing of additional guidelines in the appointment of scribes as per the directions of the Hon'ble High Court of Madras - Guideinness and instructions issued for adherence - reg.

Ref: 1. Memorandum F.No.16-110/2003-DD-III, Ministry of Social Justice & Empowerment, Department of Disability Affairs, Government of India, dated 26.02.2013.
2. Government Letter No.2780/DAP.1/2013-1, Welfare of the Differently Abled Persons (DAP-1) Department, Chennai-9, dated 25.02.2013.
3. Orders of the Hon'ble High Court of Madras, dated 28.01.2016 in W.P.No.5383/2015 filed by Thiru.C.Govinda Krishnan.
4. From State Commissioner for the Differently Abled, letter Roc.No.1312/SS/2015 dated.12.2.2016.

In the reference first cited, guidelines for appointment of scribe and conducting examination for persons with disabilities were issued by the Government of India.

2. In the reference second cited, Government of Tamil Nadu have issued instructions for appointment of scribes and conducting examination for persons with disabilities.

3. In the reference third cited, the Hon'ble High Court of Madras in its order dated 28.01.2016, filed by C.Govinda Krishnan has directed the State Commission to include the following procedure and suggestions as additional norms and guidelines to the existing norms in practice:-

"i) If a candidate is authorized to use a reader, scribe and / or prompter, the same person should fulfill both or all roles whenever possible.



Guidelines of appointment of scribes for university Examinations

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- ii) Prior to the examination, the coordinator should provide an opportunity for the candidate and a scribe to practice working together.
- iii) The candidate must take the examination in a separate room. The dictated responses of the candidate must not be overheard by other candidates.
- iv) Because the examination is taken in a separate room, an invigilator must be present in addition to the scribe. This is to ensure the proper conduct of the examination, so that no questions arise regarding the appropriateness of the assistance.
- v) The scribe must:-
- Transcribe the candidate's responses verbatim.
 - Draw all visual material (for example, diagrams, maps and graphs) according to the exact instructions of the candidate.
 - Not offer information that may be used to answer questions, including advice on which questions to answer, when to move on to another question or the order in which questions should be answered.
- vi) The scribe may:
- Read back answers at the request of the candidate.
 - Alter or delete answers at the request of the candidate.
- vii) A candidate's answer to a multiple-choice paper may be recorded in a form that is most convenient to the candidate and scribe. However, the candidate's answers must be submitted for marking on a multiple-choice answer sheet, regardless of how they are initially recorded.
- viii) The Scribe must be familiar with the terminology used in the subject but, whenever possible, should not be candidate's own teacher for the subject being examined.
- ix) Conversation between the candidate and the scribe must be confined to ensuring that the candidate's responses are transcribed correctly. There must be no discussion about the examination paper or the candidate's answers.
- x) The scribe must not act as a prompt, unless there has been a prior decision by the school to use a prompter as an assessment arrangement for the candidate. In such circumstances, the scribe must be made aware of the rules governing the use of a prompter. In all other situations, if time elapses during the examination when the candidate is not responding to the examination paper, no action should be taken by the scribe, unless the candidate is ill or distressed and then the invigilator should be notified.



Guidelines of appointment of scribes for university Examinations

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