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## ACCESS TECHNOLOGY WORKSHOPS

Miles Access Skills Training is pleased to announce our current catalog of available access technology workshops. Our workshops are developed for individuals with vision loss, professionals who work with them, technology vendors, and others who want to learn more about how to use access technology. All workshops are facilitated by Niklas Petersson, a blind self-described tech nerd with over 30 years of experience in IT and access technology. Classes are taught in a relaxed, fun atmosphere with a low teacher/student ratio of 1:5. Most classes are taught in centrally located, downtown meeting rooms, but can be made available elsewhere by arrangement. Workshop scheduling and length can also be modified by arrangement for groups of 3-5. Please contact us at [nikpetersson@blindmast.com](mailto:nikpetersson@blindmast.com) or (971) 217-0516 for more information or to register for a workshop.

## **iOS Basics**

*Five 2-hour sessions/ \$180*

This workshop will cover the accessibility features on your Apple iPhone, iPad or iPod Touch. You will learn the basics of VoiceOver, Zoom, Siri and other tricks and solutions to accessibility issues. We will also explore some peripheral accessories that work with these devices such as Bluetooth keyboards, Braille displays and speakers/microphones. With a 1:5 teacher/student ratio, you will receive individualized instruction, as well as problem solve with a group of your peers.

- Learn about the accessibility features of your Apple Mobile Device, including Zoom (magnification), VoiceOver, and Siri (speech recognition). Learn other tips and tricks involving customizing settings to make the device best work for you.
- Learn the advantages and disadvantages of each accessibility feature and which ones will best work for you in different situations.
- Learn how to navigate the home screen and basic applications such as mail, notes and message.
- Learn to make calls (if applicable) and learn what other communication systems are available such as FaceTime and Skype.
- Choose which input method is best for you. Keyboarding, Siri, Braille Displays will be introduced.
- Learn what to do when things go wrong and your device misbehaves.

## **iOS Intermediate**

*Five 2-hour sessions/ \$180*

This workshop is for Apple device users who have a basic understanding of navigating their device using accessibility features. We will cover Internet browsing, downloading applications, utilizing media such as book readers and videos, scanning devices, and GPS solutions.

- Learn tricks for surfing the web without having to read every single thing on every page
- Discover what applications might be especially useful to people with disabilities and how to find them in the app store.
- Explore different book reading options such as iBooks, Kindle, Learning Ally, and Voice Dream Reader.
- Explore different types of Scanners, including your phone or tablet itself, and how they can be used to access hard copy material
- Learn how to use your device as a mobility aid with GPS, real time transit schedule applications, and “Find Nearby” apps.

## **Mac Computer Accessibility Basics**

*Five 2-hour sessions/ \$180*

This workshop is for the beginning Mac user, whether you have an iMac, Mac mini, or MacAir. We will introduce you to the Mac's accessibility features including VoiceOver, Zoom and other accessibility settings. Basic navigation around the Mac desktop and applications such as Mail will be explored.

- Learn about the accessibility features of your Mac, including Zoom (magnification), VoiceOver, and Dictation (speech recognition). Learn other tips and tricks involving customizing settings to make the computer best work for you.
- Learn the advantages and disadvantages of each accessibility feature and which ones will best work for you in different situations.
- Learn how to navigate the dock/desktop and basic applications such as mail, notes and message.
- Choose which input method is best for you. Keyboarding, Dictation, Braille Displays will be introduced.
- Get troubleshooting assistance and learn what to do when your computer does not cooperate.

## **Mac Computer Accessibility Intermediate**

*Five 2-hour sessions/ \$180*

This workshop will go beyond the basics of Mac accessibility and delve into different applications such as Internet browsers, word processors, spreadsheets and cloud sharing.

- Learn quick ways to surf the net, including online shopping, news and other popular websites
- Create and edit documents in Text Edit or Pages
- Work with spreadsheets and learn ways to manage data such as financial information

- Utilize scanners and optical character recognition technology to read mail and other hard copy documents
- Find and enjoy books, movies and music with iTunes and other media services such as Netflix or YouTube
- Learn how to keep track of important documents and share pictures and media with cloud sharing services such as iCloud or Dropbox

## **Windows 8 Basics with Screen Readers**

*Five 2-hour sessions/ \$180*

This workshop covers the basics of using Windows 8 on a PC with screen readers such as JAWS, Window-Eyes, or NVDA, based on participant preference. Screen Magnification software such as Zoomtext can also be introduced. Participants will learn to navigate the Windows 8 environment and learn to use Windows Live, Internet Explorer, Microsoft Word and Excel.

- Explore the advantages and disadvantages of each accessibility application and learn which might work best for your individual needs
- Create, read and edit documents in Microsoft Word
- Problem-solve different strategies to access webpages.
- Read and write email, notes, and chats
- Learn to create spreadsheets and manage data in Microsoft Excel

## **Windows 8 Intermediate with Screen Readers**

*Five 2-hour sessions/ \$180*

This workshop goes into Windows 8 applications in further detail. We learn more advanced functions of MS Office applications, how to utilize scanners and how to navigate different web browsers. We also look further into the Windows 8 settings app and introduce installing/un-installing software and hardware as well as basic computer maintenance and troubleshooting. This workshop can be customized for users of JAWS, Window-Eyes or NVDA.

- Explore Internet Explorer, Firefox and Google Chrome
- Create a PowerPoint Presentation
- Utilize formulas and functions in Excel
- Set up scanners and access hard-copy documents
- Explore Windows settings and customize your computer to meet your needs
- Learn basic computer set-up and maintenance and troubleshoot common problems

## **Tactile Tech**

*Five 2-hour sessions/ \$180*

This workshop focuses on all things Braille and Tactile within access technology. We will explore Braille displays used for both computer and mobile device. We will look at Braille Embosser (printer) technology and tactile application programs such as TactileView. This workshop does not teach Braille, a basic knowledge of uncontracted (grade 1) Braille or higher is recommended.

- Learn how to utilize Bluetooth Braille displays with different technology. Navigate your computer or mobile device with your Braille display
- Explore different ways to utilize Braille as a method of communication using a mobile device or Telecommunication technology for hearing impaired users.
- Import, create and edit Braille documents to be embossed in hard copy.
- Use the TactileView image library to create and emboss tactile diagrams, pictures, maps, charts and graphs.
- Create drawings, diagrams, even mathematical equations using the TactileView online drawing program or the external Tactile Drawing Pad and Digital Pen.

## **Using Access Technology for Success in College**

*Five 2-hour sessions/ \$180*

This workshop focuses on how students with vision impairments, learning disabilities and other disabilities can take advantage of adaptive technology to succeed in their classes. We will cover note-taking, obtaining and utilizing books, strategies for reading print material, researching and writing papers and other topics. This course currently focuses on Windows 8 platforms, but may be developed to Mac OS in the future if there is interest. A basic knowledge of computer use and screen reader technology is recommended. Our Windows Basics with Screen readers workshop is a helpful prerequisite.

- Learn note-taking strategies, using digital recordings, Braille or Qwerty keyboards, laptops or other devices.
- Explore what resources are available in terms of accessing textbooks and readings, such as Learning Ally, iTunes U, Book Share, Voice Stream and others.
- Access and organize hard copy readings and paperwork using scanner technology and organization aids such as evernote or dropbox
- Discover and locate online resources for researching reports and presentations
- Create documents with footnotes/endnotes, tables and charts.

## **Mobile Device Demonstration**

*One hour session/ \$20*

This class is geared towards individuals who may be thinking about purchasing a mobile device. A variety of different devices and access technology will be demonstrated, including Bluetooth keyboards and Braille displays. There will be an opportunity to try-out different devices and see what is right for you.

## **Computer Technology Demonstration**

*One hour session/ \$20*

This class is geared towards individuals who would like to learn more about available computer platforms and access technology before they make a choice as to what is right for them. Both Mac and Windows based PCs will be available for demonstration. Screen reading software such as JAWS, Window-Eyes, and NVDA as well as Zoom and Zoomtext magnification software. Participants will be able to try out the different computer technology.

## **Using GPS and Location Apps as a Mobility Tool**

*One 4-hour session/ \$75*

Using GPS and other information available on mobile devices has given blind travelers an innovative new tool to enhance mobility. Your device can read your bus schedule and tell you when and where the next bus is coming. GPS apps can give turn-by-turn walking directions and “nearby” apps such as BlindSquare can give you an ongoing narrative of what stores, restaurants, parks and intersections are around you. In this workshop, we will spend the first hour exploring what apps are available and how they work. Then, we will take a walk and/or a short ride on transit to try out the applications and learn how to best use this input to best suit individual needs and preferences. We will return to our class space for problem-solving and sharing of experiences.



## **Social Networking**

*Two 2-hour sessions/ \$60*

This workshop focuses on popular social networking sites like Facebook and LinkedIn. Participants will learn how to navigate the pages, edit a profile, send and accept friend requests, set privacy settings, post and comment. Work-arounds to accessibility problems will be explored and alternative apps that interface with social networking will be demonstrated. This class currently focuses on accessing social network sites via Apple mobile devices (iPhone, iPad, and iPod Touch) and VoiceOver.