The Purpose of Notetaking

To provide quality notes for the deaf and hard of hearing students requesting services.
How do you secure notetakers?

- Hiring previous notetakers who fill out a Priority Request Form for their courses
- By accessing their quarterly schedules
- Qualified “walk-ins”
- Participation at the campus Job Fair
- Class listing in *ASDS
  *Access Service Department System
- Contact students electronically
Notetakers are

- **Who**
  - Hearing students
  - HIRED, TRAINED, EVALUATED

- **What**
  - To take quality notes

- **Where**
  - Classroom, lab, field trip

- **Why**
  - Supported Students

- **When**
  - For every assigned class
Notetaker Requirements

First Time Notetakers
- Registered for the course
- Good personal notetaking skills
- Dependable
- Trustworthy
- Good time management skills

Must have
- Content knowledge in the course
- Legible handwriting
- Good organizational format
- 3.0 GPA or higher
- Valid Student Employment Office card
Want to be a Notetaker?

- Go to:
  www.rit.edu/~cadedr/notetaking

Notetaking means recording on paper the main points of what is said in class during lectures, discussions, reports or films. It also includes highlighting important main topics or themes that are emphasized by the instructor, defining new vocabulary, and organizing the material to best present the class information. Notes are NOT a word-for-word record.
Welcome to NTID’s Notetaker Training Program

Deaf college students who use notetaking services are best served by notetakers who know how to take quality notes. Toward this end, this website was created.

The website has as its primary purpose: To introduce beginning classroom notetakers to a set of best notetaking practices (Training) and to allow opportunities to actually notetake using video segments of actual college classroom lectures (Practice and Assessment).

In addition, the site includes a fourteen minute Deaf Awareness Video to orient beginning notetakers to the perspectives of deaf individuals as these relate to being deaf, communicating with hearing people, and notetaking.

All four sections of this training program feature video or training segments with voice. Therefore, your computer needs to be enabled to play sound.

These sections are best viewed at screen resolutions approximating 1024x768 (more)
Once hired... notes are

- Taken in class (handwritten or on a laptop)
- Turned in
- Logged in
- Sent for scanning
- *Accessed on the WEB* (within 2 hours)
  
  http://myAccess.rit.edu

- Used by students, notetakers, tutors, and faculty members
How are Notetaking services provided to deaf and hard of hearing students?

- Students must request services online
- Available Class List is posted for the requested classes
- Notetakers are assigned based on being registered for the course, have previously completed the class, connected to their major course of study, or may be scheduled to take the class the next quarter
Quality Services
Deaf and Hard of Hearing Students

- Deaf and hard of hearing students and notetakers are encouraged to interact with one another in order to provide a quality notetaking service.
  - The deaf or hard of hearing students need to advocate for their services, if they are not satisfied, they need to inform the appropriate coordinator.
Benefits of Notetaking

- Being paid to attend class
- Motivation to attend every class session
- Improve notetaking skills
- Learn good notetaking techniques
- Improve own grades
- Review material from previous courses
- Opportunity to interact with deaf students
**Information Access**

**Faculty & Staff**
- SIS/Advising System ([www.rit.edu](http://www.rit.edu))

**Faculty/Advisor** - Where you view class notes
- [http://myAccess.rit.edu/](http://myAccess.rit.edu/)

**Public** - Where you view support
  - Schedule of Courses
  - Open/Closed Courses