Alternate Format: It’s Not Just Handing a Student a Publisher PDF – AHG 2016

# Resources

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## PDF Cracker/DRM Removers

Small PDF Unlock - <https://smallpdf.com/unlock-pdf>

PDF Recovery - <http://blog.rubypdf.com/pdfcrack/>

Free My PDF - <http://www.freemypdf.com/>

PDF Password Remover Tool - <http://www.pdf-technologies.com/pdf-library-password-recovery.aspx>

## Sample Request Language to Publishers

Hello.

We are in need of the following text in alternate format for a student with a print disability. The student has purchased a copy of the book and has a documented and approved disability that requires the provision of alternate format. The book is:

Name of book, edition #

Author

ISBN number

Any file format will do, as we can convert to what the student needs. Thank you for your assistance.

Best,

Your name

Title/Department

Institution

Phone #

## Some Publisher Contact Information

**BarCharts Publishing, Inc.**

Joe Hauer

6000 Park of Commerce Blvd., Suite D

Boca Raton, FL 33487

tel. (561) 989-3666, ext. 3025

fax (561) 962-3038

jhauer@barcharts.com

www.barcharts.com

**Bloomsbury**

Use request form on file

mail to: Claire.weatherhead@bloomsbury.com

**Cognella**

Daniel Kil

dkil@cognella.com

**Columbia University Press**

Michael Purwin

mpurwin@columbiauniversitypress.com

**Esri Press**

Email esripress@esri.com

Focus Publishing

kerri@pullins.com

**Fountainhead Press**

University Disability Service programs can request an electronic file for students who cannot use standard instructional material. Email all requests to customerservice@fountainheadpress.com. Please be advised that we do not provide audio files.

**Guilford**

Request on letterhead.

Email to: info@guilford.com

Fax to: 212-966-6708

Harcourt Brace

**HarperCollins**

Claire.posner@hmhco.com

Check bookshare first, then email:

alternative@harpercollins.com

**Harvard Business School Publishing**

Dearden, Tad [TDearden@harvardbusiness.org

**IBTauris Publishers**

Sales/Marketing: cvodret@ibtauris.com

**Indiana University Press**

\*\*\*Peter Froehlich

Pfroehli@indiana.edu

**Kendall Hunt Publishing Company**

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Fax: 563.589.1038

Please include the following information: author, title, ISBN, page numbers, disability or ADA, school where material will be used, file formats required. To check the status of a request you have submitted, please call 563.589.7017.

**LexusNexus**

Fill out the form

http://www.lexisnexis.com/supp/lawschool/facultyhelp/whotocontact/visr\_form.asp

**Lippincott Williams and Wilkins**

Fill out form at:

http://www.lww.com/webapp/wcs/stores/servlet/content\_resources\_disability\_11851\_-1\_12551

**Macmillan (not trade or Higher Ed)**

http://us.macmillan.com/Alternateformatrequest.aspx

**MIT**

Michelle M Pullano

mpullano@mit.edu

**New Society Publishers**

info@newsociety.com – Joy

**New York University Press**

Kevin.cooper@nyu.edu

**NY Books**

skramer@nybooks.com

Perseus Books

domestic.rights@perseusbooks.com

**Plural Publishing**

nicole@pluralpublishing.com

**Polity Books**

jas@politybooks.com

**Princeton**

Bookshare

**Pyrczak Publishing**

Monica Lopez

mlopez@pyrczak.com

Florence.eichin@us.penguingroup.com

1-212-366-2684

**Rowman and Littlefield**

Bookshare

Email pzline@rowman.com

**Rutgers University Press**

Fill out form, email to esm102@scarletmail.rutgers.edu

**Stenhouse Publishers**

customerservice@stenhouse.com

**University of California Press**

http://www.ucpress.edu/help.php?p=printdisabled

Fax request on letterhead to: 510-836-8910

**University of Illinois Press**

Bibliovault

alburton@illinois.edu

**University of Indiana Press**

permiss@indiana.edu

**University of Tennessee Press**

tpost@utk.edu

Will send hard copy if they don’t have electronic files

**University of Texas Press**

Peggy Gough

pgough@utpress.utexas.edu

**University of Utah**

Request from Bibliovault.com

**US Penguin group**

Bookshare

Florence Eichin

**West (Law) publishing**

Fill out form at:

http://www.westacademic.com/Professors/DisabilityRequests.aspx?tab=1

**Yale University Press**

Donna.anstey@yale.edu

**Yellow Moon Books**

story@yellowmoon.com

Will send hard copy if they don’t have electronic files

## Exhibit 4 – List of Access Text Publishers

* Cengage Learning
* Charles C Thomas, Publisher
* Cicero Books
* Construction Trades Press
* Dunedin Academic Press
* Elsevier
* F.A. Davis Company
* FIT Publishing
* John Wiley & Sons
* Jones & Bartlett Learning
* Kogan Page
* Labyrinth Learning
* Lynne Rienner Publishers
* Macmillan Higher Education
* McGraw-Hill Education
* Morton Publishing Company
* Pearson Education
* PlanningShop
* Pyrczak Publishing
* Quintessence Publishing
* Ramsey Education Solutions, The Lampo Group, Inc.
* RosettaBooks
* SAGE Publications, Inc.
* Sinauer Associates
* Springer Publishing
* W.W. Norton
* Wolters Kluwer/Aspen Publishers-LEGAL EDUCATION

## Vendors for Alternate Format Production Software

Adobe Acrobat Professional: <http://www.adobe.com>

Omnipage - <http://www.nuance.com/for-individuals/by-product/omnipage/index.htm>

Abbyy FineReader - <https://www.abbyy.com/en-us/finereader/>

MathType - <http://www.dessci.com/en/products/mathtype/>

Duxbury Braille Translator: <http://www.duxburysystems.com>

Adobe Illustrator: <http://www.adobe.com>

## Vendors for Alternate Format Production Hardware

Humanware (embossers) – [www.humanware.com](http://www.humanware.com)

ViewPlus Technologies (embossers) – [www.viewplus.com](http://www.viewplus.com)

Canon (scanners) - <https://www.usa.canon.com/internet/portal/us/home/products/list/scanners/>

Panasonic (scanners) - <http://info.panasonic.com/Business-Scanners.html?sc_mc=sem_google-search_cov_scanners_brand&cc=PSCI-2012-SEM>

## Reading Programs Students Use:

### Mac:

On-board Speech and Dictation and other accessibility features: <http://www.apple.com/accessibility/mac/>

### PC:

Reader built in to Word: <https://support.office.com/en-us/article/Using-the-Speak-text-to-speech-feature-459e7704-a76d-4fe2-ab48-189d6b83333c>

Balabolka: <http://www.cross-plus-a.com/balabolka.htm>

##

## Other Options:

Kurzweil (both Mac and PC)

Read and Write Gold (Mac and PC)

Natural Reader (PC only)

JAWS – Screen reader (PC only)

NVDA – Screen reader (PC only)

## To Have Math Read Out Loud:

CAR (Central Access Reader) - <https://www.cwu.edu/central-access/reader>

## How to Run Optical Character Recognition Using Adobe Acrobat Professional

1. Open the PDF in Adobe Acrobat Professional
2. Turn on the tools by clicking “tools” on the upper right above the document.
3. Click on “Recognize Text.”
4. Choose “In This File.”
5. Save the file.

## Quick-Convert Using Omnipage Professional

1. Open File Explorer and locate the file you need to convert.
2. Right-click on the file and choose Omnipage, then Convert to Text.
3. To open the text file in Word, right-click the file, choose “Open With” and then “Word.”

## Exhibit 1 – Alternate Format Request Form used by the University of Colorado Boulder

Alternate Format Request

Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date of Request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ISBN/Title** | **Author** | **Edition** | **Year** | **Publisher** |
|  |  |  |  |  |

Requested from:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Received format:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Worked on by:\_\_\_\_\_\_\_\_Date Started:\_\_\_\_\_\_\_\_\_Date Ended:\_\_\_\_\_\_\_\_\_Time spent:\_\_\_\_\_\_\_\_\_\_

Delivered to student via:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Format Given:\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_

Notes: