

La Trobe University  
Alternate Format Service  
&  
Equity and Access Unit

is proud to present the...

## **Alternate Format Conference 2008**

### **Proposed Program and Registration**



**January 20th - 23rd.**  
**La Trobe University,**  
**Melbourne, Australia.**

### **Who? What? How?**

The area of accessible formats is often daunting and the needs and timelines of tertiary institutions vary greatly. We are all at different points along the compliance timeline and have differing requirements and resources at our disposal. With the increasing demand for accessible learning resources and with technology changing rapidly it is difficult to keep up to date with the latest developments and tools that can make yours and the students' lives easier.

The Alternate Format Conference aims to bring together practitioners of alternate formats, in the education sector, to network and share practical knowledge and skills via participation in hands-on workshops and presentations. If you work in, or assist in the delivery of alternate formats, then AFC2008 needs you.

By sharing the experiences of different tertiary institutions we hope that all conference attendees will benefit from the combined knowledge of 'Who? What? and How?' and get a clear picture of the current state of accessible information for tertiary students.

## ***Proposed Program.***

(Optional \$40)

**Sunday 20th January 2008. 6pm - 9pm.**

**What.** Pre-conference Function.

**Location.** Eagle Function Centre, La Trobe University.

Come and meet the other delegates in a relaxed informal atmosphere, network and discuss the issues, the solutions and the strategies. Start the conference with a bang and get a head start on networking with other institutions. Food and beverages included.

## Monday 21st January 2008. Day 1.

<b>Location.</b>	John Scott Meeting House, La Trobe University.
<b>8:30am - 9am</b>	<b>Registration.</b>
<b>9am - 9:15am</b>	<b>Welcome to delegates &amp; daily planning.</b>
<b>9:15am - 9:45am</b>	<b>Official Welcome &amp; Introduction.</b> Speaker to be announced.
<b>9:45am - 11am</b>	<b>Who's Who.</b> Conference delegates' introduction and brief overview of current processes, procedures, formats and supported disabilities from each institution.
<b>11am - 11:30am</b>	Morning Tea.
<b>11:30am - 12:30pm</b> Copyright Funding	<b>Roles &amp; Responsibilities (panel).</b> Zoë Rodriguez, Legal Officer, Copyright Agency Limited. Stephaine Chard, Manager Equity and Access Unit, La Trobe University.
<b>12:30pm - 1pm</b>	<b>Sourcing Material.</b> Open Discussion.
<b>1pm-2pm</b>	Lunch.
<b>2pm - 3pm</b> Vision Australia LRC	<b>What's Out There.</b> A series of short presentations showcasing the services of Vision Australia. Live Remote Captioning. Melleta Elton, University of Melbourne.
<b>3pm - 3:30pm</b>	Afternoon Tea.
<b>3:30pm - 4:30pm</b> Uni. of Canterbury RMIT	<b>How (Mathematics &amp; Science).</b> Samuel Maddimadugula, University of Canterbury. Martin Kelly, RMIT.
<b>4:30pm - 5pm</b> AFS La Trobe	<b>What We Do.</b> Darren Britten, Alternate Format Service, La Trobe University.
(Optional \$50) <b>6pm - 10pm</b>	<b>Dinner at the Melbourne Wildlife Reserve.</b> Continue your networking while you enjoy the pleasant surroundings of the Melbourne Wildlife Reserve based at La Trobe University: just a short stroll from the conference venue. Twilight tours, food and beverages supplied.

## Tuesday 22nd January 2008. Day 2.

<b>Location.</b>	John Scott Meeting House, La Trobe University.
<b>8:30 - 9am</b>	<b>Registration.</b>
<b>9am - 9:15am</b>	<b>Welcome &amp; Daily Planning.</b>
<b>9:15 - 10:15am</b>	<b>Who - Delivery Methods.</b> Four presentations from different institutions dealing with delivery.
<b>10:15am - 11am</b> Access For All	<b>What - Standards.</b> Liddy Neville, La Trobe University.
<b>11am - 11:30am</b>	Morning Tea.
<b>11:30am - 12pm</b>	<b>Disability and access in virtual worlds</b> Jacqueline Bates, Manager New Learning Technologies, TAFE NSW.
<b>12:00pm - 1pm</b>	<b>Formats &amp; Standards.</b> DAISY, HTML, Braille, Word, MP3, etc.
<b>1pm - 2pm</b>	Lunch.
<b>2pm - 3:15pm</b>	<b>Workshop Session 1.</b> Conversion for Beginners / Base Documents.
<b>3:15pm - 3:45pm</b>	Afternoon Tea.
<b>3:45 - 5:00pm</b>	<b>Workshop Session 2.</b> Creating Macros / MS Word & Plugins.

## Wednesday 23rd January 2008. Day 3.

<b>Location.</b>	John Scott Meeting House, La Trobe University.
<b>8:30am - 9am</b>	<b>Registration.</b>
<b>9am - 9:15am</b>	<b>Welcome &amp; Daily Planning.</b>
<b>9:15am - 10am</b>	<b>The Future (trends, bends and common goals).</b> Presentation / Guest Speaker (Vision Australia).
<b>10am - 11am</b>	<b>What - Software/Hardware Session 1.</b> Hardware/Software Showcase.
<b>11am - 11:30am</b>	Morning Tea.
<b>11:30am - 12:15pm</b>	<b>'Reasonable adjustment ?'</b> Reasonable adjustment vs the need of the student? Stephanie Chard, La Trobe University.
<b>12:15pm - 1:00pm</b>	<b>End user perspectives.</b> Various students speak about their experiences with alternate formats and how they use them.
<b>1pm- 2pm</b>	Lunch.
<b>2pm - 3pm</b>	<b>What - Software/Hardware Session 2.</b> Hardware/Software Showcase.
<b>3pm - 3:30pm</b>	Afternoon Tea.
<b>3:30pm - 4:30pm</b>	<b>Where to now? What have we learnt?</b> Open discussion / Round table.
<b>4:30pm - 4:45pm</b>	<b>Conference Wrap Up.</b>

## **Conference Registration.**

If you have any queries about the conference please call Darren or Anthony on (03) 9479 5160.

Please complete the following registration details and submit via one of the following methods:

**Fax:** 03 9479 5994 (international: +613 9479 5994).

**Email to:** [afs@latrobe.edu.au](mailto:afs@latrobe.edu.au)

**Print out and mail to:** Online Teaching Support Unit, La Trobe University, 3086.

**First Name:**

**Last Name:**

**Company / Institution:**

**Position Title:**

**Department:**

**Title for conference tags:**

**Email:**

**Phone:**

**Mobile:**

**Fax:**

## Attendance.

	Cost	Amount Due
<b>Conference Attendance</b>		
Morning, afternoon tea and lunch is included in the conference registration.		
Complete Conference (Days 1, 2 and 3) or	\$375	
Day 1, January 21st	\$150	
Day 2, January 22nd	\$150	
Day 3, January 23rd	\$150	
Pre-Conference Function, January 20th	\$40	
Conference Dinner, January 21st	\$50	
<b>Conference Accommodation.</b>		
<p>On campus accommodation will be available at Glenn College, which is located directly opposite the conference venue. This is low cost accommodation and we would recommend delegates take advantage of this special pricing. Accommodation in single rooms (collegial style) with shared facilities (cooking, showering, etc.). Linen is provided, however please bring your own towel.</p> <p><a href="http://www.latrobe.edu.au/glenn/">http://www.latrobe.edu.au/glenn/</a></p> <p>Breakfast and dinner options are also available at the college.            Breakfast: toast, cereal, tea, coffee, orange juice, fruit and pastries and 3 hot items.            Dinner: Contemporary Buffet - 2 hot dishes, salad, vegetables, 2 desert options, tea, coffee and cordial. Halal and dietary requirements will be requested closer to the conference date.</p>		
<b>Saturday 19th</b>		
Single Room	\$32	
<b>Sunday 20th</b>		
Single Room	\$32	
Breakfast	\$13.75	
Dinner	\$18.80	
<b>Monday 21st</b>		
Single Room	\$32	
Breakfast	\$13.75	
Dinner (not required if you are attending the conference dinner)	\$18.80	
<b>Tuesday 22nd</b>		
Single Room	\$32	
Breakfast	\$13.75	
Dinner	\$18.80	
<b>Wednesday 23rd</b>		
Single Room (if you plan on staying the night after the conference)	\$32	
Breakfast	\$13.75	
<b>Total amount due</b>		

## ***Payment Details.***

Please note: (all prices above are inclusive of GST). A tax invoice will be available at the registration desk of the conference. If you require a tax invoice earlier please let email [afs@latrobe.edu.au](mailto:afs@latrobe.edu.au) with your mailing details.

I will be sending a cheque (addressed to La Trobe University) for \$

Or

I hereby authorise La Trobe University to debit the following credit card (VISA & Mastercard ONLY):

**Card Type:**

**Card Number:**

**Name on card:**

**Card Expiry:**

**Amount:**

**Authorised by:**

**Signed:**

(not necessary if emailing).

## ***Other Accommodation.***

If you would like to arrange and book your own accommodation we recommend the following hotels:

### **Rydges on Bell, Preston.**

205 Bell Street  
Preston, VIC, 3072  
Telephone: 1800 006 494

Situated 10 km from the CBD in the relaxing northern suburbs .The hotel offers an exquisite setting with an international standard of conference and leisure facilities. Along with landscaped gardens and recreational facilities, which provide an ideal location for conference delegates as well as accompanying partners and families.

#### Hotel Facilities:

Bar, Spa, Swimming Pool, Tour Desk, Bar / Lounge, Business Centre, Business Centre with Internet, Cocktail Bar, Conference Centre, Currency Exchange Services, Direct Internet Access, Disabled Facilities, Faxing Facilities, Guest Laundry, Gym / Fitness, Hotel Car Park, Lift, Massage, Meeting / Banquet Facilities, Restaurant, Sauna.

### **St. Georges Motor Inn, Thornbury.**

334 St Georges Road  
Thornbury, VIC, 3071  
Telephone: 03 9416 8233  
<http://www.stgeorgesmotorinn.com.au/>

The St Georges Motor Inn is a 4 star boutique motel situated at 334 St Georges Road only 6km north of the city. It consists of 31 large, comfortable, beautifully appointed rooms, some of which are executive spa suites and other inter-connecting family rooms. Facilities for the disabled are also available. Day tours can also be arranged with reception.

#### Hotel Facilities:

Bar, Tour Desk, Direct Internet Access, Disabled Facilities, Faxing Facilities, Guest Laundry, Hotel Car Park, Restaurant.

## **Maps & Guides.**

Maps and guides to the venue ,local restaurants and shops will be made available from the AFC2008 website, <http://www.latrobe.edu.au/afc2008> ,prior to the conference.