

## ***Sonocent Audio Notetaking – Faculty Information***

### ***Sonocent Audio-Notetaking:***

Disability Services (ODS) is introducing a new process for notetaking services for students who have been approved for accommodations based on a diagnosed disability. Qualified students will be using a software program called Sonocent, an audio-notetaking program that makes educational content accessible and encourages independent learning. Qualified students will record lectures using either their smart phone or laptop and will use the software to create detailed notes under less time constricted circumstances. To learn more about the software, please follow this link: <https://www.sonocent.com/en-us/usages-disability-support-in-education>

### ***Sonocent Audio-Notetaking Agreement:***

Qualified students have signed an audio-notetaking agreement pledging that audio recordings are to be used for personal educational benefits only and will not be released to others including posting on the internet. Only lecture / theory-based information will be recorded. Small group discussions or confidential information shall not be recorded at any time. A copy of the Sonocent Audio-notetaking Agreement is attached for your information. If students are found in violation of this agreement Student Conduct should be notified by faculty.

### ***Misuse of Notetaking Accommodations:***

If faculty feel the student is using their electronic device for anything other than accommodation purposes they may ask the student to remove the device. Please notify ODS that there has been a possible violation of the agreement.

### ***Example Syllabus Statement regarding the use of technology in classrooms for accommodation purposes:***

Electronic devices are not allowed in class unless I have received notification from Disability Services regarding an approved academic accommodation for a student.

### ***US Department of Education – Auxiliary Aids and Services for Postsecondary Students with Disabilities***

<https://www2.ed.gov/about/offices/list/ocr/docs/auxaids.html>

For more information contact Louann Casares, Notetaking Coordinator, at [casaresl@wou.edu](mailto:casaresl@wou.edu) or 503-838-9241.