

STUDENT SUPPORT OPTIONS

ACSF	Internal Support and LMS functions	External Support
Learning	<p>Closed Captions. Students can choose to display closed captions on video learning content.</p> <p>1 to 1 support from Inscope Trainers. Trainers can apply learning strategies and adjust practical training tailored to students needs and abilities. e.g. use of simpler, shorter sentences, use of drawings to complement written texts; speaking more slowly and more clearly, breaking down tasks into more manageable pieces, adjusting task to accommodate disability.</p>	<p>Reading Writing Hotline is a free service to help adults improve their reading, writing and basic maths. Call: 1300 6 555 06 or visit https://readingwritinghotline.edu.au/</p> <p>Skills for Education and Employment (SEE) program provides free language, literacy, and numeracy training to eligible individuals. https://www.dewr.gov.au/skills-education-and-employment</p> <p>Read Write Now is a free one-on-one tutoring for improving reading, writing, spelling, maths, and IT skills. Call: 1800 018 802 or visit https://www.read-write-now.org.au/</p> <p>Adult Migrant English Program (AMEP) is a free English language tuition for new migrants to Australia. https://immi.homeaffairs.gov.au/settling-in-australia/amep/overview</p>
Reading	<p>Text to speech function. Students can use a function in our Learning Management System that converts written learning material to spoken words using synthetic voices.</p> <p>Change Language. Students can change the language of the learning content (text only).</p> <p>Larger font. Students can adjust their screen so learning content is displayed in larger font.</p> <p>1 to 1 support from Trainers. Refer to above,</p>	
Writing	1 to 1 support from Trainers. Refer to above.	
Oral Communications	<p>Transcript. For online classrooms, students can use the transcript or live captions function within Microsoft Teams to translate the trainers voice to text.</p> <p>1 to 1 support from Trainers. Refer to above.</p>	
Numeracy	<p>Calculator. Students are permitted to use a calculator.</p> <p>1 to 1 support from Trainers. Refer to above.</p>	
Digital	<p>1 to 1 support from Trainers and support staff to guide you through navigating our learning management system including walkthrough instructions on how to reset passwords, use speech to text, change language etc.</p> <p>Instructional videos and steps on how to access online Microsoft Teams meetings, record a video assessment, upload files etc.</p>	<p>Telstra helps people build their digital skills in internet use, emails, social media; data use, streaming, delivered in 14 different languages. https://www.telstra.com.au/learning-digital</p> <p>Microsoft offer free digital skills training https://www.microsoft.com/en-au/digital-skills</p>
Physical limitations, chronic illness or disability	Trainers can apply reasonable adjustment to training and assessment where appropriate.	

Contact us on 1300 579 808 if you require internal support. Refer to Student Guide for wellbeing support.