



Device or Software: _____

Type: Hardware Hand-held Device Software Low-Tech Other _____

Model or Version: _____

Manufacturer / Publisher: _____

Fill out one form for each tool / piece of software you use and will use in the future. The left column contains basic information you need to know about this AT Tool that you regularly use and will use in the future. The right column contains information about what else you need to know before you leave school. This list should be created as part of the IP Transition planning process and updated regularly. (You can complete this form by hand or in Adobe Acrobat Reader (8 or higher).

I Know

General

- the name of my device and its model or version
- when and where I use the AT
- who to call if I need a repair or replacement
- _____
- _____

Hardware

- How to install / turn on / attach cables
- Configure for Internet
- Backup files
- Run Disk Utilities or Disk Repair
- How/where to get consumables (ink cartridges, printer paper, etc.)
- _____
- _____

Hand-Held Devices

- How to change batteries (size: _____) (# of batteries _____)
- How to use / troubleshoot
- _____
- _____

Software

- How to install
- How to set or change visual / auditory preferences
- Where files are stored and how to make new folders and backup files
- How to open, save, print files
- How to create or edit dictionaries
- _____
- _____

Low-Tech

- Where to buy more _____
- _____
- _____

I Need to Know

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