



## MEENAKSHI SUNDARARAJAN ENGINEERING COLLEGE

(Managed by I.I.E.T. Society, Affiliated to Anna University, Chennai,

Approved by AICTE, Accredited by NAAC with 'A' grade and NBA for programs applied)

363, Arcot Road, Kodambakkam, Chennai – 600 024, Tamil Nadu, India

Ph No: 044 – 24801636 Fax: 044 - 24811103



### Criterion VII – Institutional Values and Best Practices

#### 7.1 Institutional Values and Social Responsibilities

##### 7.1.7 The Institution has disabled-friendly, barrier free environment

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### (d) Assistive technology and facilities:

#### Screen reader software

##### NVDA:

NV Access is a non-profit software development company founded by Michael Curran in 2006. He created portable screen reader software Non-Visual Desktop Access (NVDA) for helping blind people (or blind users) for accessing computers with windows OS. It is open-source software created in python which allows anyone to modify and suit their language. Currently, this is the second most used software for screen reading in the world and available in more than 55 languages.

In the institution, this software is installed in a computer of each department and Library for helping blind people.

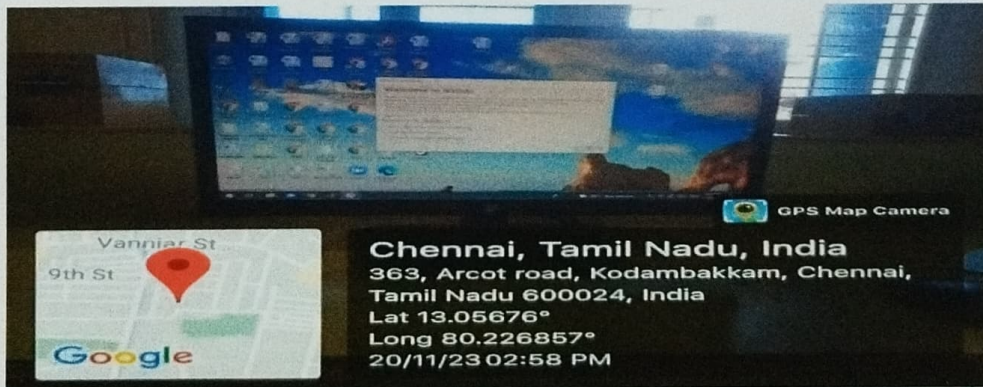


Figure 1. NVDA Screen reader software installed in EEE department, MSEC

prepared by

S. Priskica

[S. PRISKICA MANONMANI]

Verified by

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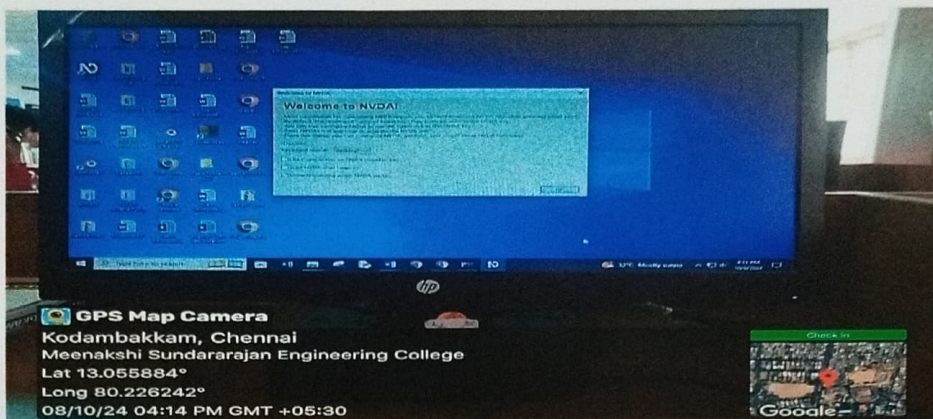
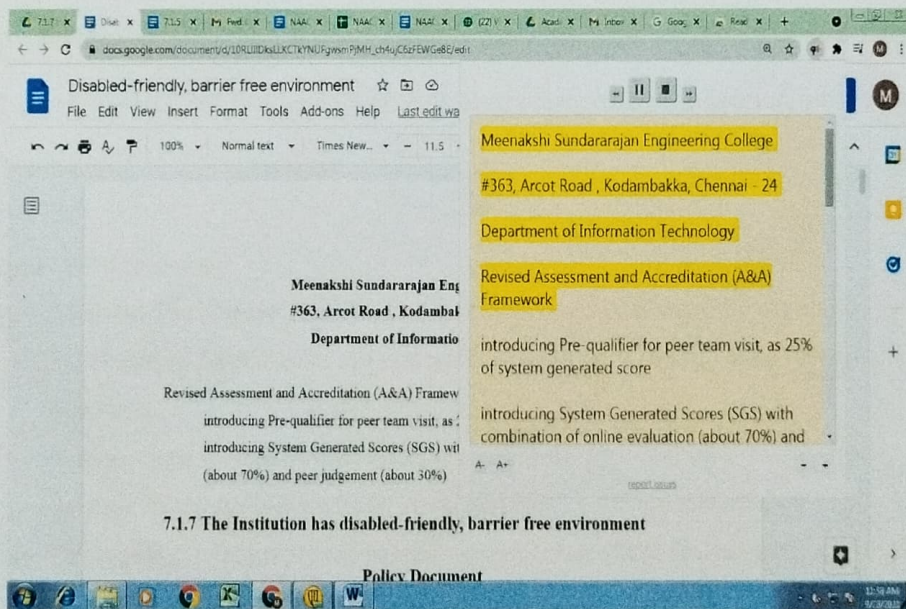


Figure 2. NVDA Screen reader software installed in IT department, MSEC

## ReadAloud : Google Chrome - add - ons - Available



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*S. Perumal*

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## MEENAKSHI SUNDARARAJAN ENGINEERING COLLEGE

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(e) Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading Guidelines for Scribe

### Appointment Of Scribe

#### Preamble:

Candidates unable to write exams due to physical disabilities can receive assistance from an amanuensis, appointed by the Chief Examiner (CE).

#### Eligibility

- Amanuensis can be appointed for candidates who are blind or have disabilities that prevent them from writing.

### Application Process

#### 1. Submission of Application:

A candidate seeking the assistance of an Amanuensis shall submit an application to the CE through the HOD of the department duly recommended by the proctor, with the following documents.

#### 2. Required Documents:

- **Medical Certificate:** Confirming inability to write, attested by the HOD.
- **No Relation Certificate:** An undertaking from both candidate and amanuensis, notarized.
- **Amanuensis Testimonials:** Attested copies of qualifications.
- **Sample Writing:** Handwritten A4 size paper by the amanuensis.
- **Photographs:** Three recent passport-size photos of the amanuensis, attested by the HOD.

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### Qualifications of Amanuensis

- Must have lower educational qualifications than the candidate.
- Should not be studying in the same field (e.g., Engineering/Architecture).

### Examination Arrangements

- The Chief Superintendent will provide a suitable room and appoint a room superintendent, who will change daily.

### Extra Time Provision

- Temporarily differently abled candidates wishing to write themselves can request 60 extra minutes for a 3-hour exam, requiring:
  - Application to the Principal via the Chief of Examinations (COE).
  - Medical certificates and previous permission letters .

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S. Paul

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