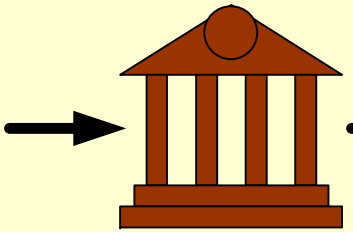
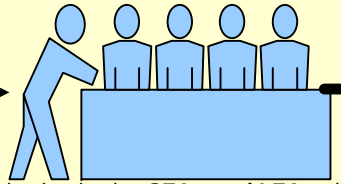
NIMAS - NIMAC Workflow



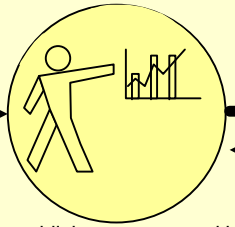
Each year, SEAs **Adopt NIMAS** and SEAs & LEAs select to **Coordinate with the NIMAC**.

NIMAS/NIMAC Coordinator (NNC):
- named by SEA Sped Administrator
- collaborates with AT Programs,
- registers with the NIMAC,
- signs the NIMAC coordination agreement, and then
- identifies and registers Authorized Users (**AUs**).



Textbook-adoption **SEAs, and LEAs** within open territory states, require publishers to submit NIMAS file sets to the NIMAC when contracting for the purchase of textbooks and related printed core materials.

Purchase Order or Contract

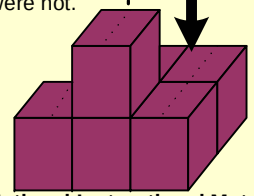


Publishers establish an account with the NIMAC then prepare and submit files to the repository. Copyright protection for the submission is provided by IDEA 2004 when publisher has print distribution rights for all of the content.

NIMAS File Set

Publisher notified when files accepted **or** reason why they were not.

Market Model Option: Publishers may wish to obtain the electronic rights for all content then produce or contract for the development of specialized formats for sale directly to K-12 schools. NOTE: In many cases these will be general education products that are accessible.



The National Instructional Materials Access Center (NIMAC) receives, validates, and catalogs NIMAS file sets.

NIMAS File Set

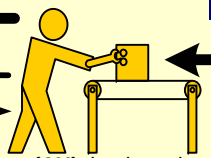
Direct Delivery of Specialized Formats

LEAs request and obtain specialized formats (braille, audio, large-print and digital text) for qualifying students with print disabilities.

Delivery of Specialized Formats

AMPs register with the NIMAC, sign a LUA and are contracted for the development of specialized formats by **AUs**.

AMPs that operate under the Chafee Amendment to Copyright Law may distribute specialized formats directly to qualified students with print disabilities.



Authorized Users (AU) that have been registered with the NIMAC by the NIMAS/NIMAC Coordinator sign and submit a Limitation of Use Agreement **(LUA)** and may then download NIMAS file sets from the NIMAC to enhance and convert them to specialized formats. **AUs** may also assign textbooks to Accessible Media Producers **(AMPs)** for conversion.

http://nimas.cast.org
http://nimac.us

1.17.07

Acronyms

AMP: Accessible Media Producer
AU: Authorized User
LEA: Local Education Agency
LUA: Limitation of Use Agreement
NIMAS: National Instructional Materials Accessibility Standard
NIMAC: National Instructional Materials Access Center
NNC: NIMAS/NIMAC Coordinator
SEA: State Education Agency