



AT Quick Guide

Bookshare.org – Registering Students for Home Use

Bookshare.org is a web-based repository of thousands of digital books, including textbooks, literature, current popular reading, teacher recommended reading, reference materials, newspapers and periodicals, and much more. Qualifying K-12, post-secondary and adult education students can access these materials for free, both at home and school.

There are two primary ways to register qualifying students for use of Bookshare.org from home.

1. **For a student who has already been registered by his or her school or school district** (i.e. added to institutional account, Proof of Disability form completed and submitted). Although the school or school district is able to download books for this student, he or she is not yet able to download books on their own from home or school. For the student to download books on their own from Bookshare.org, the following steps are required:
 - Go to www.Bookshare.org and download a copy of the “Individual Membership Registration Form”
 - Complete all parts of the form. Carefully note the name and location of the school the student attends (Bookshare.org will look-up the student under this school account to verify that they are registered and a completed “Proof of Disability” form has been received).
 - Within a few days, the parent/student will receive an e-mail providing an e-mail log-in and password for their individual membership.

The student is now able to log into Bookshare.org from any computer and download books. As an individual user they can also access any free text reader software available to individual student members (e.g. Read:OutLoud Bookshare version).

2. **For a student that has never been registered for Bookshare.org by his or her school or school district.**
 - Go to www.Bookshare.org and download copies of the “Individual Membership Registration” form and “Proof of Disability” form
 - Complete the “Individual Membership Registration Form” and fax or mail to Bookshare.org
 - Have the “Proof of Disability” form completed by an “appropriate professional” to certify the presence of a print disability and fax or mail to Bookshare.org.
 - Within a few days of receiving the completed forms, the parent/student will receive an e-mail providing an e-mail log-in and password for their individual membership.

The student is now able to log into Bookshare.org from any computer and download books. As an individual user they can also access the free text reader software available to individual student members (e.g. Victor Reader Soft or Read:OutLoud Bookshare version).

* If parents or students wish their school or school district to download books for the student at school, they will need to follow the school’s procedures for becoming a registered user under their institutional account.

How do you download books once registered?

Bookshare.org provides specific instructions for searching and downloading books for registered users via their web-site and e-mail/phone support.

How does Bookshare.org define an “appropriate professional” to certify a “print disability”:

“professional in the field of disability services education, medicine, psychology or a related area”

“a recognized expert who can attest to the physical basis that limits the applicant's use of standard print”

“appropriate certifying experts may differ from disability to disability” (e.g. optometrists for low vision, learning disability specialist for a perceptual disability)