

Request for Provision of 2024 Academic Year Multimedia DAISY Textbooks

Document submission

Please mail, fax, or email us the following documents.

1. Request for Provision of Multimedia DAISY Textbooks

2. Consent Form

* You must agree to the Terms of Use, Usage Notes, and Personal Information Protection Policy when requesting multimedia DAISY textbooks. Please sign the request yourself.

Cost

If you wish to download the textbooks from our server, you may do so free of charge.

If you wish to be mailed CDs containing the textbooks, you will be charged 3,000 yen per textbook per student.

Textbook production

Producing textbooks takes time, and textbooks are produced in tandem with the conducting of classes. It would be of great assistance if you could provide occasional updates on the progress of your classes. We will send out textbooks as soon as they were ready, but delays can be expected. We appreciate your understanding.

Questionnaire Request

We are conducting a questionnaire to gather feedback about the use of DAISY textbooks, and we would appreciate your cooperation. If you have any other inquiries or requests, please do not hesitate to contact us.

Inquiries and document submission address

DAISY Textbook Department, Information Center, Japanese Society for Rehabilitation of Persons with Disabilities

1-22-1 Toyama, Shinjuku-ku, Tokyo 162-0052

TEL: 03-5273-0796 (Office hours: 10:00 - 16:00 weekdays) FAX: 03-5273-0615

E-Mail: daisy_c@dinf.ne.jp

To: Japanese Society for Rehabilitation of Persons with Disabilities Information Center

Request for Provision of 2024 Academic Year Multimedia DAISY Textbooks

Date:

Please send the following multimedia DAISY textbooks for the 2024 academic year.

■ Applicant Details

Applicant (Required)	<input type="checkbox"/> Homeroom teacher of regular class <input type="checkbox"/> Homeroom teacher of special needs class <input type="checkbox"/> Special education support teacher <input type="checkbox"/> Special needs education coordinator <input type="checkbox"/> Textbook user <input type="checkbox"/> Parent or guardian <input type="checkbox"/> Other:
	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other Name:

Contact and mailing information (Required)	<input type="checkbox"/> School <input type="checkbox"/> Applicant's home <input type="checkbox"/> Textbook user's home <input type="checkbox"/> Other
	〒 Telephone: Fax: E-mail*: (* This is required for anyone wishing to download textbooks from our server)

■ Methods for obtaining multimedia DAISY textbooks

Textbooks can be downloaded free of charge from our server. A charge of 3,000 yen per textbook per student will apply when textbooks are provided by CD.

☐ I would like to download the textbooks from the server

(Details regarding the provision of textbooks via the server will be emailed to you at a later date)

☐ I wish to have the textbooks sent to me on CDs

■ Information regarding students who will use the textbooks (required): One form must be sent for each student. Please make copies as necessary.

Name of user: (initials are also acceptable)	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other Name:
Name of school:	
Grade in school:	<input type="checkbox"/> Elementary school grade ____ <input type="checkbox"/> Junior high school grade ____ <input type="checkbox"/> Senior high school grade ____
Type of school/class:	<input type="checkbox"/> Regular class <input type="checkbox"/> Special needs class <input type="checkbox"/> Special needs school <input type="checkbox"/> Other:
Usage location:	<input type="checkbox"/> Regular class <input type="checkbox"/> Special education support, etc. <input type="checkbox"/> Special needs class <input type="checkbox"/> Special needs school <input type="checkbox"/> Home <input type="checkbox"/> After-school tutoring <input type="checkbox"/> Other:
Reading difficulty level: (Select one or more. If none apply, enter detailed information in the Remarks field.)	<input type="checkbox"/> A. Can read one word at a time <input type="checkbox"/> B. Reads but with inaccuracies <input type="checkbox"/> C. Struggles to read special syllables (such as "kya" or "gya" in Japanese) <input type="checkbox"/> D. Struggles when reading hiragana <input type="checkbox"/> E. Has difficulty determining where words start and end <input type="checkbox"/> F. Has difficulty reading kanji <input type="checkbox"/> G. Has difficulty concentrating while reading <input type="checkbox"/> H. Has difficulty understanding the meanings of sentences
Remarks:	
Native language:	
Japanese competency: * The evaluation framework at right is based on the DLA (Dialogic Language Assessment). Evaluation itself does not need to be performed by conducting a DLA. If using some other method of evaluating Japanese competency, please place a check next to the corresponding stage.	JSL (Japanese as a Second Language) evaluation reference framework* <input type="checkbox"/> 1 (The student has begun to learn the Japanese necessary for school life) <input type="checkbox"/> 2 (The student is continuing to learn, with support, the necessary Japanese for school life) <input type="checkbox"/> 3 (The student is able to understand, with support, everyday topics and participate to some extent in class activities) <input type="checkbox"/> 4 (The student is able to understand everyday topics and participate to some extent in class activities) <input type="checkbox"/> 5 (The student is able to understand topics related to curriculum content and participate in class with some support) <input type="checkbox"/> 6 (The student is able to understand topics related to curriculum content and proactively participate in class)

Evaluator of Japanese competency: (In this section, enter information about the person who evaluated the student's Japanese competency level)	Name: Department/position: Relationship to textbook user:
Usage status:	<input type="checkbox"/> New <input type="checkbox"/> Ongoing <input type="checkbox"/> Previous usage experience

■ Please see the following page for information regarding the DLA and the JSL evaluation reference framework. (Japanese only)

<https://www.dinf.ne.jp/doc/daisy/book/dla.html>

■ Requested multimedia DAISY textbooks (if there are not enough spaces, please attach an additional sheet)

Subject	Grade	Publisher	Remarks (requests, etc.)

Consent Form

Attn: Chairperson Shigeru Sumitani

Information Center, Japanese Society for Rehabilitation of Persons with Disabilities

I agree to the following Terms of Use, Usage Notes, and Personal Information Protection Policy and request the provision of multimedia DAISY textbooks.

Date _____

Signature _____

■ Terms of Use

- DAISY textbooks are only intended for educational use by children and students who have difficulty reading ordinary printed textbooks. Please manage downloaded textbook data and the systems used to view it to ensure that they are not used for purposes other than the intended purpose.
- Usage requests may be submitted by textbook users (if the textbook user is a minor, then the consent of their parent or guardian is also required), parents or guardians, teachers, special needs education coordinators, school board members, and support personnel. If you have any questions, please contact the Japanese Society for Rehabilitation of Persons with Disabilities.
- Usage of the DAISY textbook data made available via the provision system is permitted under Article 37, Paragraph 3 of the Copyright Act. Unauthorized reproduction or transfer to a third party is prohibited.
- A separate usage request must be submitted each academic year. At the end of the academic year for which a request was issued, the user of the DAISY textbook data is responsible for deleting the data.
- Please responsibly manage the login names, passwords, and other information provided for DAISY textbook usage purposes and prevent them from being leaked to third parties. If you discover that a login name and password have been leaked or used by a third party, immediately contact the Japanese Society for Rehabilitation of Persons with Disabilities and follow any and all instructions.
- If you are deemed to have used the DAISY textbooks or system inappropriately, your usage permissions will be terminated immediately. In the event of damages caused by violations of copyright, violators will be responsible for paying said damages.

■ Usage Notes

- Except for textbooks supplied via CDs, DAISY textbooks can be used free of charge. However, users will be responsible for providing, at their own expense, any network environment, tablet computers, playback software, etc., necessary for viewing the DAISY textbooks.
- DAISY textbooks are produced and provided on consignment by the Ministry of Education, Culture,

Sports, Science and Technology, so users may be asked to respond to questionnaires, report on usage conditions, assist with school tours (we will consult with you separately in the event of school tours), and permit the inclusion of information regarding usage conditions, etc. in project reports and on the Japanese Society for Rehabilitation of Persons with Disabilities website. Thank you for your cooperation.

■ Personal Information Protection Policy

The Japanese Society for Rehabilitation of Persons with Disabilities Information Center (hereinafter "the Society") will only use personal information submitted during DAISY textbook user registration for the following purposes, and will not use this information for any other purposes.

- Reporting to the Ministry of Education, Culture, Sports, Science and Technology the names of the schools attended by the students to whom DAISY textbooks have been supplied, the grades the students are in, the subjects for which the textbooks will be used, and the publishers of the textbooks, in accordance with the Act on Promotion of Distribution of Specified Books, etc. Used as Textbooks for Disabled Children and Students
- The operation and management of the system for providing DAISY textbooks
- The distribution of questionnaires to users regarding their usage conditions and the collection of questionnaire responses from users
- Personal information may be used to send emails, etc., with information regarding services, seminars, and the like that could be of benefit to users. If you do not wish to receive this information, please contact the Society.
- Personal information and questionnaire results may be used in support and research activities for persons with disabilities and in activities for promoting the use of DAISY textbooks. The information will first be anonymized to prevent individuals from being identifiable.