

Teaching with Remote CART Services

What you should know before a class with Remote CART Services

- CART is an acronym for Computer-Aided Real-time Translation, and it refers to the use of machine steno shorthand skills to produce real-time text on a computer.
- Remote CART Services are provided virtually through a microphone, CART relay service, and the student's computer laptop or tablet.
- The instructor may be required to wear a wireless / Bluetooth microphone while lecturing.
- Please speak clearly into the microphone, there is a 1-3 second delay in translation.
- The student will receive the relayed CART transcription on their laptop/tablet via a website.

Please provide the SAS Office with any course materials as soon as it is available, such as any web or paper-based material (Handouts, PowerPoint slides, readings, etc.)

- The handouts should be submitted early, this allows the CART Typist a chance to prepare and convey accurate information in real time.

Before showing a video in class, please check to see if the media is captioned and have the captions turned on for the viewing.

Classroom Lecture or Individual Communication with real-time captioning

- Communicate directly with the student who is Deaf or hard of hearing.
- The student may be able to communicate directly or can respond via type or written word.
- The CART typist will type auditory information to be read on a computer. This includes:
 - Identifying the speaker(s)
 - Typing all dialogue (what you and other students say, no redactions)
 - Descriptions of environmental sounds (e.g. music, alarms, cell phones ringing).
- A CART can only accommodate one speaker at a time. Captioning works best if you:
 - Repeat student questions before answering.
 - Encourage the class to take turns speaking (speak only when called upon).
 - Encourage students to speak clearly.