

CREATING YOUR ASSISTIVE TECHNOLOGY BOOKING ACCOUNT

KENT ISD OFFERS AN ASSISTIVE TECHNOLOGY LIBRARY, SO THAT EDUCATORS WORKING WITH SPECIAL EDUCATION STUDENTS MAY TRIAL ASSISTIVE TECHNOLOGY EQUIPMENT. TO RESERVE ITEMS, YOU'LL NEED TO CREATE AN ACCOUNT, IF YOU DON'T ALREADY HAVE ONE.

Go to the Kent ISD website: <http://www.kentisd.org>

Under "Educators", click on: REMC

Click on: Online Catalog (big green button)

Click on: REMC8 Collection

Next, click the **Log in**

Enter your username & password

If all went well, you will now be logged in to the REMC8 booking system

To Book Equipment:

Select **Catalog**

In the search box, type a few words describing what you're looking for & select **Keyword**

Select the item* you would like to book

Select **Hold It** (upper right corner)

Choose either the **date** you'd like to receive the item, or **as soon as possible**, and **Save**

* Note, Applications for iPads are not listed in the catalog. You will only need to book an "iPad" and provide the name of the app in the next step.

To Complete Your Request:

Please complete the AT Lending Loan Request Form found here <https://forms.gle/WiwnRtTV5qJrFQhQ8>

The information you provide will assist us in the effective determination and implementation of AT resources throughout Kent County.

To Receive Equipment:

Once you have booked equipment and completed the Loan Request Form, you will be contacted when your request has been reviewed. If approved, you will be given the choice between receiving the equipment via courier (if the equipment can be transported via courier and your district subscribes to REMC courier services) or picking up the equipment in Media Services.

Questions? Contact:

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