



Dear Palomar College Student,

We hope this update finds you safe and well. We continue to find ways to improve your online course experience as we seek to maintain our commitment to providing you with an inclusive learning environment.

In doing so, we have identified a new feature in Canvas called Ally. Ally provides you with access to your digital learning materials in formats that work for your different devices and learning needs.

Here is how it works:

1. Next to your course files on Canvas, you'll find an icon for a dropdown menu.
2. Select the dropdown icon and select "Alternative Formats." You will see a list of options from which to choose. The download speed will depend on the size of the file.
3. Depending on the type of document, you may find some or all of the options below are available:
  - **an OCRed PDF** which is used to improve the text of scanned documents.
  - **a Tagged PDF** with improved navigation, especially if you use a screen reader.
  - **an HTML version** that will allow you to adjust text for your mobile devices
  - **an e-Pub version** if you use an e-Reader or tablet.
  - **an audio version** for listening to an MP3 on a computer or mobile device.
  - **BeeLine Reader**, which makes reading easier and faster by using color gradients.
  - **a translated version** that translates content into over 50 different languages.

You can learn more about Alternative Formats, their benefits to you, and how to access them at [Alternative Formats for Students](#).

Best wishes for your continued success,

Shayla Sivert  
Vice President of Instruction