

DISABILITY CONFIDENT

LET'S GET THE BEST FROM EACH OTHER

SEEING

I may ask you to send me documents or presentations in an accessible format ahead of time.

Check with me which format I prefer for documents – it needs to be compatible with my text-to-speech software.

In meetings, introduce everyone by name and ask people to address each other by name while talking.

If you use a whiteboard, use words to describe what you are drawing or writing.

After the meeting, it's fine to ask if anyone needs help to return to their desk or floor.

Don't worry about using phrases like 'do you see'.

