



Committed to Accessibility

**Training and
Partner Programmes
Catalogue
September 2020**

Version 4.3



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Introduction

Each member of the Accessibility Tick programme is entitled to receive annual training on an accessibility topic. Historically this has been focussed on disability confidence, however the recent changes around management of the programme has provided an opportunity to update the training offerings.

Accessibility Tick's Partners from across the disability sector are now making their trainings available through their membership and/or at discounted rates.

The listed trainings in this document will always be evolving. Ensure you have the latest version by visiting www.accessibilitytick.nz/training.

Training Credits

Effective immediately, Accessibility Tick members are entitled to **10 training credits**, each year they remain a member, and discounts on other accessibility related trainings/programmes. The new training credits allow us to offer a significantly broader range of trainings, customising length and topic to the members specific needs.

Training credits are non-transferable and expired at the end of each membership year.

Some trainings within this catalogue may not be available using the allocated training credits to our members using training credits and/or at discounted rates.

Non-members

Non-Accessibility Tick members can use this catalogue, however they are not eligible for the discounted rates.

Bookings

To receive the discount and/or use training credits, members must book the training through their Accessibility Tick contact or by emailing training@accessibilitytick.nz.

Notes

- This catalogue was correct at the time of printing but is subject to change without notice.
- All prices are subject to change without notice.
- All prices are exclusive of GST.
- Unless stated otherwise, prices for classroom-based trainings do not include any room hire or catering expenses. Room hire and catering can be organised at an additional cost.
- Unless otherwise noted, training credits must be used to pay for the training in full. If the member has insufficient training credits, then the member discount rate will apply.
- Most providers will provide courses outside of the Base Locations, but additional travel expenses may be incurred.
- Bookings for anything in this catalogue are at the discretion of Accessibility Tick Limited and its Partners. Bookings may be refused for reasons such as, error or omissions in this document, insufficient capacity, insufficient member credits, or other reasons not listed.
- Customisation of courses may incur additional costs.



Course / Programme Summary

Disability Confidence

Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Accessible and Inclusive Recruitment and Selection</u> (classroom)	Participants gain an understanding of issues facing hiring people with disabilities. Practical employment guidelines from creating a job description through to onboarding and retention.	Hiring Managers, HR and Recruitment Staff	Auckland	The Job Market	3 hours	5	\$3,150	\$2,835
<u>An Employers Story</u>	Help enrol people and teams as to the benefit of employing disabled people through hearing about the real-world experiences of Selwyn Cook who employed over 100 people with disabilities.	All leaders and employees	Waikato / Auckland	Selwyn Cook facilitator - Disability Employment	1 hour	3	POA	\$350

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Building a Disability Confident Business/Organisation</u>	Develop your WHY – your purpose, your cause, your belief in creating a disability confident business. Examine key ingredients and tools for HOW you achieve your purpose.	Everyone	Nationwide – interactive video conference	Keay Bishop, Grant Cleland and Selwyn Cook - Creative Solutions Disability Consultancy Limited	90 mins	5	\$800	\$720
<u>Disability Confidence in a Retail Environment</u>	Learn about how to confidently engage with customers who have an accessibility need/disability.	Retail staff	Auckland	Accessibility Tick	3 to 4 hours	5	\$2,500	\$2,250
<u>Disability Understanding for Managers and Supervisors</u> (classroom)	Being able to confidently manage people with disability within your teams and create awareness of the value of hiring disabled people.	Managers and Supervisors	Auckland	The Job Market	3 hours	5	\$3,150	\$2,835
<u>Managing People with Disabilities 101</u> (eLearning Programme)	A shortened version of the full Disability Understanding for Managers and Supervisors.	Managers and Supervisors	Nationwide - Online	The Job Market	40 - 60 minutes	POA	POA	POA

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Selwyn Cook: Connection Services</u>	Unless disabled people are intentionally included in employment they will be unintentionally excluded. Selwyn works alongside your organisation to develop a plan and connect you with the right candidates at the right times.	Organisation leaders and HR teams.	Nationwide (remote)	Selwyn Cook facilitator - Disability Employment	15 hours	N/A	\$1,250	\$1,000
<u>Two Worlds Collide – How Embracing Diversity, unleashes potential and improves performance, culture and wellbeing</u>	This participatory workshop helps senior leaders see the personal and organisational benefits unleashed when you open your hearts and workplaces to people with diverse access needs and disabilities. You'll overcome your uncertainty and fear as you see how working with people with different abilities can improve the culture and wellbeing of your organisation.	Board Members, Senior Leadership	Auckland / Dunedin	Sandra Budd and Associates	3 hours	5	\$3,500	\$3,150
<u>Working with People with Disabilities 101</u> (eLearning Programme)	To create awareness and understanding of working with people with disabilities.	All employees	Nationwide - Online	The Job Market	30 – 40 minutes	POA	POA	POA

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Accessible Communications

Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Creating Accessible Word Documents</u>	Learn about why accessible documents are important and what you can do to ensure that your Word documents work for everyone.	Everyone	Auckland	Accessibility Tick	3 hours	5	\$2,500	\$2,250
<u>Accessible Social Media 101</u>	Participants leave understanding the common pitfalls for social media and how to ensure that their posts are accessible to all.	Comms and other Social Media related staff	Auckland	Accessibility Tick	2 hours	3	\$1,800	\$1,620

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Digital Accessibility

Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Digital Accessibility Essentials</u>	Learn the basic concepts of digital accessibility, why it is important and how to build a business case.	Digital product team	Auckland, Wellington & Christchurch	Access Advisors	2 hours	N/A	\$2,500	\$2,250
<u>Introduction to Digital Accessibility</u>	Introduces a range of access needs, digital accessibility, assistive technology and Web Content Accessibility Guidelines.	Everyone	Auckland, Wellington & Christchurch	Access Advisors	2 hours	N/A	\$2,500	\$2,250
<u>Design for Accessibility</u>	Includes an introduction to digital accessibility and teaches design/research the tools, tricks and processes needed to integrate accessibility into their daily activities.	Designers, UX, Product, BA	Auckland, Wellington & Christchurch	Access Advisors	4 hours	N/A	\$4,500	\$4,000
<u>Development for Accessibility</u>	Includes an introduction to digital accessibility and teaches developers the tools, tricks and processes needed to integrate accessibility into their daily activities.	Developers, Product	Auckland, Wellington & Christchurch	Access Advisors	4 hours	N/A	\$4,500	\$4,000

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Testing for Accessibility</u>	Includes an introduction to digital accessibility and teaches testers the tools, tricks and processes needed to integrate accessibility into their daily activities.	Testers, Product	Auckland, Wellington & Christchurch	Access Advisors	4 hours	N/A	\$4,500	\$4,000
<u>Digital Accessibility 2.1</u>	Take your knowledge of digital accessibility to the next level with more detail.	Everyone – solid knowledge of accessibility required	Auckland, Wellington & Christchurch	Access Advisors	4 hours	N/A	\$4,500	\$4,000

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Specialisation – Deaf and Hard of Hearing

Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
Hearing Accredited Workplace Programme	By becoming a Hearing Accredited Workplace, your organisation will be in a stronger position to retain experienced staff, gain access to a new talent pool and attract new customers.	Everyone	Auckland / Nationwide ¹	National Foundation for Deaf and Hard of Hearing	12-month programme	N/A	POA	POA (10% discount on RRP)
Deaf Culture and NZSL Workshop (classroom)	To create awareness around Deaf culture and how to engage with those who are deaf and hard of hearing.	Everyone	Major NZ Centres	Merge NZ	2 hours	3	\$570	\$513
NZ Sign Language (NZSL) Taster (classroom)	Provide a taste of the basics of NZSL.	Everyone	Major NZ Centres	Merge NZ	1 hour	1	\$150	\$135
NZ Sign Language (NZSL) Course (classroom)	Establish a base understanding of how to communicate using NZSL.	Everyone	Major NZ Centres	Merge NZ	6 x 1 hour	6	\$600	\$540
NZ Sign Language (NSZL) Audit (consulting)	Audit the current state of your organisation and establish a plan for it become an NZSL inclusive organisation.	N/A	Major NZ Centres	Merge NZ	N/A	Not available	\$2,000	\$1,800

¹ Onsite training Auckland only, but online components delivered nationwide. See the Programme Details page for more information. All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
Deaf Culture and NZSL Workshop (online)	To create awareness around Deaf culture and how to engage with those who are deaf and hard of hearing.	Everyone	Nationwide - Online	Merge NZ	1 hour	2	\$250	\$225
NZ Sign Language (NZSL) Course (online)	Online, live NZSL course with a qualified NZSL tutor covering the basics of NZSL.	Everyone	Nationwide - Online	Merge NZ	6 x 1 hour	5 - 10 ²	\$540 - \$1,440	\$486 - \$1,296

² Number of credits to be utilised dependent on number of participants. Over 5 participants may require additional cash payments.

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Specialisation – Mental Health

Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>How to build a business case, and execute a mindfulness-based mental wellbeing strategy in your organisation</u>	In this interactive and engaging session, we will explore how an evidence-based mindfulness strategy can support the mental wellbeing of your people.	HR, OD, Wellbeing leads, Leaders, Managers, Team Leads (up to 10 people per session)	Auckland and Christchurch plus Virtual Live Workshops Nationwide	BlueSkyMinds	2 hours	4	\$1,350	\$1,215
<u>Managing Our Minds and Mental Wellbeing Using the Science of Mindfulness</u>	This is an experiential and practical session in which we explore what mindfulness is (and what it isn't), bust myths, plus take the group through a range experiential mindfulness exercises and offer practical tips that can be immediately applied at work. We also offer a handout with further resources, and an opportunity for the group to commit to actions and clarify application back at work.	Everyone (up to 15 people per session)	Auckland and Christchurch plus Virtual Live Workshops Nationwide	BlueSkyMinds	1 hour	3	\$850	\$765

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
High Performing Minds	This highly successful programme is already part of the mental wellbeing strategy for many well-known Kiwi organisations. It's based on the eight-week gold standard mindfulness curriculum created by the Umass University (Mindfulness Based Stress Reduction or "MBSR") and Oxford University (Mindfulness-based Cognitive Therapy MBCT).	Everyone (up to 15 people per session)	Auckland and Christchurch plus Virtual Live Workshops Nationwide	BlueSkyMinds	8 x 2 hours sessions (finalised in consultation with client)	N/A	POA	POA (10% discount on RRP)

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Specialisation – Neurodiversity

Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Attracting, recruiting and managing autistic talent (hosted – venue, catering, etc supplied)</u>	To equip HR, managers and colleagues to recognise, recruit and manage autistic employees for the benefit of all.	Everyone	Auckland, Tauranga, Hamilton	Altogether Autism	4 hours	N/A	\$345pp Min 12 people	\$310pp Min 12 people
<u>Attracting, recruiting and managing autistic talent (in-house)</u>	To equip HR, managers and colleagues to recognise, recruit and manage autistic employees for the benefit of all.	Everyone	Auckland, Tauranga, Hamilton	Altogether Autism	4 hours	Partial – 1 credit per person ³	\$145pp Min 12 people	\$130pp Min 12 people

³ Accessibility Tick member can use 1 credit per attendee, offsetting that individual’s direct cost. Cash payments for other participants will still be required. All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Specialisation – Physical Environment

Title	Purpose	Audience	Base Locations	Delivered By	Duration	Members Credits	RRP	AT Member Discount Price
<u>Accessibility Champion Training – The Physical Environment</u>	To equip your Workplace Accessibility Champions and/or H&S professionals with the practical skills and knowledge needed to audit your work environments for access barriers.	H&S Professionals and Accessibility Champions	Wellington	AbilityDis Consulting	4 hours	5	\$1,200	\$1,080

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Training/Programme Details

This section provides a detailed description for each course, including pre-requisites, max number of attendees, etc.

Disability Confidence

Accessible and Inclusive Recruitment and Selection

Purpose

Participants gain an understanding of issues facing hiring people with disabilities. Practical employment guidelines from creating a job description through to onboarding and retention.

Audience / Maximum Participants

Hiring Managers, HR and Recruitment Staff – max 20 people

Duration

3 hours

Learning Style

Classroom

Content

- Removing barriers from recruitment and selection; encouraging disabled applicants and discussing disability etiquette.
- Build the confidence of your consultants to refer skilled and talented candidates with disability to your Hiring Managers.
- Employing people with different types of disability, the Agencies involved and technology available to enable employment.
- Understand and implement workplace adjustments.
- Creating a Talent Pipeline via improved Employment Branding (most higher quality candidates will not be listed with Supported Employers/Disability Agencies).
- We will provide a “cheat sheet” workbook to provide a quick guide for consultants or interviewers who are face to face with candidates with disabilities.

Prerequisites

None

Base Location/s

Auckland and Waikato – travel expenses may be incurred outside of these regions

Delivered By

The Job Market

Cost

Accessibility Tick Members – 5 training credits or \$2,835

Non-AT Members (RRP) - \$3,150

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



An Employers Story

Purpose

Help enroll people and teams as to the benefit of employing disabled people through hearing about the real-world experiences of Selwyn Cook who employed over 100 people with disabilities.

Audience / Maximum Participants

All leaders and employees / No maximum

Duration

40 to 60 minutes

Learning Style

Presentation

Content

Selwyn Cook has been an employer of over 100 disabled people and shares his story broadly to encourage others to realise the benefits.

Selwyn's Employers Story is a presentation designed to enroll the audience as to the possibilities and benefits of employing disabled people. The presentation focuses on the myth busting and the 'why' through an engaging story telling style.

As a leading example of disability employment, Selwyn was recognised as the 2016 New Zealander of the Year – Local Hero winner.

Prerequisites

None

Base Location/s

Waikato / Auckland – available in other locations but may attract a travel charge

Delivered By

Selwyn Cook: facilitator - Disability Employment

Cost

Accessibility Tick Members – 3 training credits or \$350

Non-AT Members (RRP) – POA

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Building a Disability Confident Business/Organisation

Purpose

Develop your WHY – your purpose, your cause, your belief in creating a disability confident business. Plus, key ingredients and tools for HOW you achieve your purpose.

Audience / Maximum Participants

All leaders and employees / No maximum

Duration

90 minutes

Learning Style

Interactive online meeting

Content

WHY is being a disability confident business important? HOW do we achieve greater confidence as an organisation? WHAT are the key ingredients and tools to support our journey?

Prerequisites

None

Base Location/s

Nationwide – interactive webinar using Zoom technology

Delivered By

Keya Bishop, Grant Cleland and Selwyn Cook - Creative Solutions Disability Consultancy Limited

Cost

Accessibility Tick Members – 5 training credits or \$720

Non-AT Members (RRP) – \$800



Disability Confidence in a Retail Environment

Purpose

Participants will learn about how to confidently engage with customers who have an accessibility need/disability.

Audience / Maximum Participants

Retail and related sector staff and managers

Duration

3 to 4 hours

Learning Style

Classroom

Content

- Learn about what disabilities exist and their prevalence in NZ society.
- What the legal obligations are when serving customers with accessibility needs and setting up retail environments.
- Discussing feedback from the disability sector about their areas of concern.
- The underlying principles to follow when serving customers with accessibility needs.
- Specific advice in the areas of -
 - Wheelchair users
 - Other mobility impairments
 - Falls
 - Blind and low vision
 - Deaf / Hard of Hearing
 - Speech Impairments
 - Cognitive impairments
 - Neurodiversity
 - Sensory Overload
- Why are Accessibility Car Parks so important? And what can be done to support them.

Prerequisites

None

Base Location/s

Auckland - available in other locations but may attract a travel charge

Delivered By

Accessibility Tick

Cost

Accessibility Tick Members – 5 training credits or \$2,250

Non-AT Members (RRP) - \$2,500

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Disability Understanding for Managers and Supervisors

Purpose

Being able to confidently manage people with disability within your teams and create awareness of the value of hiring disabled people.

Audience / Maximum Participants

Managers and Supervisors

Duration

3 hours

Learning Style

Classroom

Content

- Have awareness of the legislative requirements and considerations for the management of risk.
- Have greater awareness of what disability demographics are in the New Zealand society, types of common disability and misconceptions of what disabled people can and can't do.
- Sharing success stories of other ATEN members; onboarding and retaining staff.
- Be confident in using the right language and doing the right things.
- The "Barriers" to success.
- The requirement for providing Reasonable Accommodations and some of the current technology available to enable disabled people to join the workforce.

Prerequisites

None

Base Location/s

Auckland and Waikato – travel expenses may be incurred outside of these regions

Delivered By

The Job Market

Cost

Accessibility Tick Members – 5 training credits or \$2,835

Non-AT Members (RRP) - \$3,150

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Managing People with Disabilities 101

Purpose

A condensed version of the full Disability Understanding for Managers and Supervisors. Participants will be more confidently able to manage people with disabilities.

Audience / Maximum Participants

No maximum

Duration

40 to 60 minutes

Learning Style

eLearning / Online

Content

- Have an awareness of the legislative requirements and considerations to the management of risk.
- Have greater awareness of what disability demographics are in New Zealand society, types of common disability and misconceptions of what disabled people can and can't do.
- Sharing success stories of other Accessibility Tick members.
- Be confident in using the right language and doing the right things.
- The "Barriers" to success.

Prerequisites

None

Base Location/s

Nationwide (online)

Delivered By

The Job Market

Cost

POA



Selwyn Cook: Connection Services

Purpose

Unless disabled people are intentionally included in employment they will be unintentionally excluded. Selwyn works alongside your organisation to develop a plan and connect you with the right candidates at the right times.

Audience / Maximum Participants

Organisation leaders and HR teams / N/A

Duration

15 hours

Content

Selwyn will work with you over a period of time to connect your organisation with a range of providers to help you find the best talent and create an inclusive environment: including disability support providers, tertiary institutes, recruitment companies, disability employment placement services, schools and the disabled community.

Selwyn believes his independent connection services linking talent possibilities from all sources is a new concept that could absolutely help introduce new talent to employers and help close the disability employment gap.

“Being an independent I can work with any entity or person so they may introduce great people of suitable talent to your business through your recruitment process. I feel this is a service that can provide a real point of difference in broadening the range of talented people that identify with disability being introduced to your business.”

As a leading example of disability employment, Selwyn was recognised as the 2016 New Zealander of the Year – Local Hero winner.

Prerequisites

None

Base Location/s

Waikato / Auckland – available in other locations but may attract a travel charge

Delivered By

Selwyn Cook: facilitator - Disability Employment

Cost

Accessibility Tick Members –\$1,000

Non-AT Members (RRP) - \$1,250

Note: Additional costs such as travel will be approved by the customers prior to being incurred and on-charged.

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Two Worlds Collide – How Embracing Diversity, unleashes potential and improves performance, culture and wellbeing.

Purpose

This participatory workshop helps senior leaders see the personal and organisational benefits unleashed when you open your hearts and workplaces to people with diverse access needs and disabilities. You'll overcome your uncertainty and fear as you see how working with people with different abilities can improve the culture and wellbeing of your organisation.

Audience / Maximum Participants

Board Members and Senior Managers / No Maximum

Duration

3 hours

Learning Style

Face to Face/ Participatory/action oriented

Content

Sandra Budd and Julie Woods will share with you the impact on their lives when their two worlds collided and what they learnt from being exposed to each other.

After 12 years as CEO of the Blind Foundation, Sandra knows she grew personally as a leader working with people of diversity which resulted in a more inclusive organisational culture, better results and the development of her as a heart led leader.

Julie knows that being spotted as someone with a winning attitude, never saying No but why not, has moved her towards opportunities that have stretched her and enabled her to reach her potential as a totally blind woman.

- Learn what happens to senior leaders and organisations when you open your heart to inclusion and diversity.
- Discover how authentic heart-led leaders change cultures and produce better results, modelling inclusivity that inspires and influences you and your people.
- Learn how to interact empathetically with people who are different from you.
- Find out how your fear stops you from moving towards people with disabilities and how to change that!
- Discover how listening to people who are different from you is vital to good business and how you can spot potential from listening to their stories.
- Have fun “playing the Why Not Game” using the diversity set and taking action subsequent to the workshop.

Prerequisites

None

Base Location/s

Auckland and Dunedin - available in other locations but may attract a travel charge

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Delivered By

Sandra Budd & Associates Ltd – Sandra is the former CEO of the Blind Foundation and Julie Woods is That Blind Woman and one of Sandra’s associates

Cost

Accessibility Tick Members – 5 training credits or \$3,150

Non-AT Members (RRP) - \$3,500



Working with People with Disabilities 101

Purpose

To create awareness and understanding of working with people with disabilities.

Audience / Maximum Participants

All employees - unlimited

Duration

30 to 40 minutes

Learning Style

On-line

Content

- Have greater awareness of what disability demographics are in the New Zealand society, types of common disability and misconceptions of what disabled people can and can't do.
- Sharing success stories of other ATEN members.
- Be confident in using the right language and doing the right things.
- Understand and implement workplace adjustments.

Prerequisites

None

Base Location/s

Nationwide (online)

Delivered By

The Job Market

Cost

POA



Accessible Communications

Creating Accessible Word Documents

Purpose

Learn about why accessible documents are important and what you can do to ensure that your Word documents work for everyone.

Audience / Maximum Participants

16 people

Duration

3 to 4 hours

Learning Style

Classroom

Content

- An understanding of accessibility needs (disabilities) and how they impact on a user's ability to interact with your documents.
- The different technology and techniques people use to overcome their accessibility needs.
- Practical experience on how to use Microsoft Word to create the most accessible documents possible, including:
 - Fonts - the impacts of font size, style and spacing
 - Hyperlinks - best practices to ensure that hyperlinks present meaningful information
 - Colour contrast - the impacts of colour choice and the standards to follow
 - Plain English - how to ensure that you write for the full audience
 - Images and Alternative Text - how to ensure that your images add value and ensure the document remains usable for those who can't see the images
 - Scanned documents - the impacts of scanned documents on users
 - Layout - how to layout your documents accessibly
 - Tables - keeping them simple and usable by everyone
 - Headings and styles - how to use headings to make the document easily navigable with a professional look and feel
- You will also learn how to use Microsoft Word to create more accessible PDF documents.

Prerequisites

Basic Microsoft Word skills

Base Location / Delivered By

Auckland – available in other locations but may attract a travel charge / Accessibility Tick

Cost

Accessibility Tick Members – 5 training credits or \$2,250

Non-AT Members (RRP) - \$2,500

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Accessible Social Media 101

Purpose

Participants leave understanding the common pitfalls for social media and how to ensure that their posts are accessible to all.

Audience / Maximum Participants

Communication teams and other Social Media related staff / Maximum 16 participants

Duration

2 hours

Learning Style

Classroom

Content

Learn about the common accessibility pitfalls when creating social media posts, including:

- Image alt text – what is it and how to make it useful.
- Links – the impacts of them and how to make them more relevant.
- Hashtags (#) – how they impact on assistive tech users and how to use them better.
- Handles (@) – why they should be at the end of the post.
- Acronyms and Abbreviations – how to ensure that everyone understands your message.
- Video / Audio – using captions and transcripts to maximise engagement.
- Colour contrast – how to check that you have sufficient colour contrast.

Prerequisites

An understanding of social media

Base Location/s

Auckland – available in other locations but may attract a travel charge

Delivered By

Classroom and/or Online video conference

Cost

Accessibility Tick Members – 3 training credits or \$1,620

Non-AT Members (RRP) - \$1,800

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Digital Accessibility

Digital Accessibility Essentials

Purpose

Learn the basic concepts of digital accessibility, why it is important and how to build a business case

Audience / Maximum Participants

8 - 16 people

Duration / Delivered By

2 hours / Access Advisors

Learning Style

Classroom

Content

This course includes the following topics -

- What is accessibility?
- Potential business benefits.
- Map to your business goals.
- Who are your stakeholders?
- How to convince your stakeholders.
- Developing a roadmap to maximise the benefits.

Prerequisites

None

Base Location

Auckland, Wellington and Christchurch – available in other locations but may attract a travel charge.

Cost

Accessibility Tick Members –\$2,250

Non-AT Members (RRP) - \$2,500



Introduction to Digital Accessibility

Purpose

Gain an introductory knowledge about a range of access needs, digital accessibility, assistive technology and Web Content Accessibility Guidelines

Audience / Maximum Participants

8 - 16 people

Duration / Delivered By

2 hours / Access Advisors

Learning Style

Classroom

Content

This course includes the following topics -

- Intro to digital accessibility
- Intro to access needs
- Intro to assistive technology
- Intro to WCAG2.1
- Responsibilities for Accessibility

Prerequisites

Understanding of product life cycle and user-centred design

Base Location

Auckland, Wellington and Christchurch – available in other locations but may attract a travel charge.

Cost

Accessibility Tick Members –\$2,250

Non-AT Members (RRP) - \$2,500

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Design for Accessibility

Purpose

Includes an introduction to digital accessibility and teaches designers and research the tools, tricks and processes needed to integrate accessibility into their daily activities.

Audience / Maximum Participants

8 - 16 people

Duration / Delivered By

4 hours / Access Advisors

Learning Style

Classroom

Content

- Research and discovery with an accessibility lens.
- Design responsibility.
- Design considerations for different access needs.
- Communicating access needs.

Prerequisites

Understanding of digital accessibility and of design and UX practices

Base Location

Auckland, Wellington and Christchurch – available in other locations but may attract a travel charge.

Cost

Accessibility Tick Members –\$4,000

Non-AT Members (RRP) - \$4,500



Development for Accessibility

Purpose

Includes an introduction to digital accessibility and teaches developers the tools, tricks and processes needed to integrate accessibility into their daily activities.

Audience / Maximum Participants

16 people

Duration / Delivered By

4 hours / Access Advisors

Learning Style

Classroom

Content

- Introducing WAI-ARIA
- Introducing, installing and trying out –
 - code checkers
 - colour contrast analysers
 - bookmarklets
 - and more....
- Creating meaningful testing plans to check against accessibility standards

Prerequisites

Understanding of digital accessibility and of development practices.

Base Location

Auckland, Wellington and Christchurch – available in other locations but may attract a travel charge.

Cost

Accessibility Tick Members –\$4,000

Non-AT Members (RRP) - \$4,500

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Testing for Accessibility

Purpose

Includes an introduction to digital accessibility and teaches testers the tools, tricks and processes needed to integrate accessibility into their daily.

Audience / Maximum Participants

16 people

Duration / Delivered By

4 hours / Access Advisors

Learning Style

Classroom

Content

- Introducing, installing and trying out-
 - code checkers
 - colour contrast analysers
 - bookmarklets
 - and much more...
- Creating meaningful testing plans to check against accessibility standards

Prerequisites

Understanding of digital accessibility and of testing practices

Base Location

Auckland, Wellington and Christchurch – available in other locations but may attract a travel charge.

Cost

Accessibility Tick Members –\$4,000

Non-AT Members (RRP) - \$4,500



Digital Accessibility 2.1

Purpose

Take your knowledge of digital accessibility to the next level with more detail.

Audience / Maximum Participants

16 people

Duration / Delivered By

4 hours / Access Advisors

Learning Style

Classroom

Content

- In-depth reviews for digital accessibility.
- Remediating errors.
- A11y Design
- A11y Development
- A11y Testing

Prerequisites

Medium level knowledge of digital accessibility

Base Location

Auckland, Wellington and Christchurch – available in other locations but may attract a travel charge.

Cost

Accessibility Tick Members –\$4,000

Non-AT Members (RRP) - \$4,500



Deaf and Hard of Hearing Specific

Hearing Accredited Workplace Programme

Purpose

A lack of hearing loss awareness can lead to communication barriers within your organisation, and between your organisation and its customers. The Hearing Accredited Workplace Programme is a nationwide initiative that provides practical tools and training to assist organisations to be more hearing aware and to be supportive of employees who are Deaf or hard of hearing.

Hearing loss currently affects around 11% of New Zealand's workforce and this number is increasing. Youth hearing loss is on the rise globally, with 1 in 5 teenagers estimated to be living with this disability. As these young people enter the workforce, this will have a significant impact, particularly on organisations who lack inclusivity strategies that accommodate hearing loss.

Increased levels of disabling hearing loss is a widespread global challenge. According to the World Health Organisation, current levels of hearing loss are expected to double over the next three decades.

Align your disability and inclusion strategy in 2020. By becoming a Hearing Accredited Workplace, your organisation will be in a stronger position to retain experienced staff, gain access to a new talent pool and attract new customers.

Audience / Maximum Participants

Everyone / No maximum number of participants

Duration

12-month programme for initial accreditation and then yearly to maintain accreditation

Learning Style

Online and face-to-face workshops

Content

Refer to <https://www.nfd.org.nz/HAWP> for overview of content and programme

Prerequisites

None

Base Location/s

Auckland for face to face workshops, however nationwide access to learning materials

Delivered By

National Foundation of the Deaf and Hard of Hearing

Cost

Accessibility Tick Members – POA (10% discount of RRP)

Non-AT Members – POA

Note: All invoices for this programme will be generated by the National Foundation of the Deaf and Hard of Hearing. They have agreed to provide Accessibility Tick Members a 10% discount and will pay Accessibility Tick Limited a commission to support the running of the programme.

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Deaf Culture and NZ Sign Language (NZSL) Workshop

Purpose

To create awareness around Deaf culture and how to engage with those who are deaf and hard of hearing.

Audience / Maximum Participants

Everyone / No maximum number of participants

Duration

2 hours

Learning Style

Classroom

Content

- Deaf Culture & current Deaf issues.
- “Deaf” and “Hard of hearing” labels.
- Communication tips (face to face interaction/written literacy/working with interpreters).
- Communication tools available (e.g. NZ Relay/VIS).
- Course preparations/handouts/NZSL interpreter.

Prerequisites

None

Base Location/s

Major NZ Centres

Delivered By

Merge NZ

Cost

Accessibility Tick Members – 3 training credits or \$513

Non-AT Members - \$570



NZ Sign Language (NZSL) Taster

Purpose

Provide a taste of the basics of NZSL.

Audience / Maximum Participants

Everyone / Max 20 participants

Duration

1 hour

Learning Style

Classroom

Content

- Learn numbers 1-20.
- Learn the fingerspelling alphabet.
- Give and follow simple action commands/instructions.
- Relevant vocabulary requested by Organisation.

Prerequisites

None

Base Location/s

Major NZ Centres

Delivered By

Merge NZ

Cost

Accessibility Tick Members – 1 training credit or \$135

Non-AT Members - \$150



NZ Sign Language (NZSL) Course

Purpose

Establish a base understanding of how to communicate using NZSL.

Audience / Maximum Participants

Everyone / Maximum 20 participants

Duration / Delivery By

6 x 1-hour lessons / Merge NZ

Learning Style

Classroom

Content

In person, NZSL course with a qualified NZSL tutor covering:

- Exchanging greetings and making introductions.
- Understand about the role of facial expressions and eye-gaze.
- Understanding basic NZSL grammatical structures.
- Give and follow simple action commands/instructions.
- Ask and tell where something is.
- Relevant vocabulary used every day.
- Talk about Family members.
- Talk about activities and hobbies.
- Can be tailored to industry and environment.

Prerequisites

None

Base Location/s

Major NZ Centres

Cost

Accessibility Tick Members – 6 training credits or \$540

Non-AT Members - \$600



NZ Sign Language (NZSL) Audit

Purpose

Audit the current state of your organisation and establish a plan for it become an NZSL inclusive organisation.

Content

An audit and action plan to create an NZSL inclusive organisation.

- Initial consultation meeting.
- An extensive onsite audit with report on current practices with action steps.
- Advice and support during the audit process.
- Post audit meeting to discuss recommended actions and provide advice.
- Completed by Deaf and NZSL users authentically.

Prerequisites

None

Base Location/s

Nationwide

Delivered By

Merge NZ

Cost

Accessibility Tick Members - \$1,800

Non-Members - \$2,000



Deaf Culture and NZ Sign Language (NZSL) Workshop - Online

Purpose

To create awareness around Deaf culture and how to engage with those who are deaf and hard of hearing using online learning in a live environment.

Audience / Maximum Participants

Everyone / No maximum

Duration / Delivered By

1 hour / Merge NZ

Learning Style

Online Live Video

Content

- Deaf Culture & current Deaf issues.
- “Deaf” and “Hard of Hearing” labels.
- Communication tips (face to face interaction/written literacy/working with interpreters).
- Communication tools available (e.g. NZ Relay/VIS).
- Course preparations/handouts/NZSL interpreter.

Prerequisites

None

Base Location/s

Nationwide

Cost

Accessibility Tick Members - \$250

Non-Members - \$225



NZ Sign Language (NZSL) Course - Online

Purpose

Online, live NZSL course with a qualified NZSL tutor covering the basics of NZSL.

Audience / Maximum Participants

Everyone / 3 to 8 people per session

Duration / Delivered By

6 x 1-hour lessons / Merge NZ

Learning Style

Online Live Video with NZSL tutor

Content

- Exchange greetings and make introductions.
- Understand about the role of facial expressions and eye-gaze.
- Understanding basic NZSL grammatical structures.
- Give and follow simple action commands/instructions.
- Ask and tell where something is.
- Relevant vocabulary used every day.
- Talk about Family members.
- Talk about activities and hobbies.
- Can be tailored to industry and environment.

Prerequisites

None

Base Location/s

Nationwide

Cost

Accessibility Tick members – 2 member credits per person (5 credits for 3 people) and/or \$162 per person

Non-Members - \$180 per person



Mental Health

How to build a business case, and execute a mindfulness-based mental wellbeing strategy in your organisation

Purpose

In this interactive and engaging session, we will explore how an evidence-based mindfulness strategy can support the mental wellbeing of your people.

Audience / Maximum Participants

HR, OD, Wellbeing leads, Leaders, Managers, Team Leads / Up to 10 people per session

Duration / Delivered By

2 hours / BlueSkyMinds

Learning Style

Classroom / Live online virtual classroom

Content

We will draw on relevant NZ and global case studies, outline strategies and impact on stress, resilience and mental health. We will also offer a range of practical solutions, to suit all budgets, and help get the ball rolling in your organisation.

Prerequisites

None

Base Location

Auckland and Christchurch (Plus Virtual Live Workshops Nationwide)

Cost

Accessibility Tick Members – 4 member credits or \$1,215

Non-Members - \$1,350



Managing Our Minds and Mental Wellbeing Using the Science of Mindfulness

Purpose

This is an experiential and practical session in which we explore what mindfulness is (and what it isn't), bust myths and take the group through a range experiential mindfulness exercises and offer practical tips that can be immediately applied at work.

Audience / Maximum Participants

Everyone/ Up to 15 people per session

Duration / Delivered By

1 hour / BlueSkyMinds

Learning Style

Classroom / Live online virtual classroom

Content

A practical session that covers –

- What is and what isn't mindfulness.
- Mindfulness myth busting
- Experiential mindfulness exercises
- Practical tips that can be applied

Participants are also offered a handout with further resources, and an opportunity for the group to commit to actions and clarify application back at work.

Prerequisites

None

Base Location

Auckland and Christchurch (Plus Virtual Live Workshops Nationwide)

Cost

Accessibility Tick Members – 3 member credits or \$765

Non-Members - \$850



High Performing Minds

Purpose

This highly successful programme is already part of the mental wellbeing strategy for many well-known Kiwi organisations. It's based on the eight-week gold standard mindfulness curriculum created by the Umass University (Mindfulness Based Stress Reduction or "MBSR") and Oxford University (Mindfulness-based Cognitive Therapy MBCT).

Audience / Maximum Participants

Everyone/ Up to 15 people per session

Duration / Delivered By

Finalised in consultation with client, but usually 2-hour weekly sessions for 8 weeks / BlueSkyMinds

Learning Style

Classroom / Live online virtual classroom

Content

Core mindfulness concepts delivered over an 8 week period to ensure that cognitive, emotional, neurological and behavioural changes stick.

Prerequisites

None

Base Location

Auckland and Christchurch (Plus Virtual Live Workshops Nationwide)

Cost

Accessibility Tick Members – POA (10% discount)

Non-Members – POA



Neurodiversity Specific

Attracting, Recruiting and Managing Autistic Talent (hosted by Altogether Autism)

Purpose

To equip HR, managers and colleagues to recognise, recruit and manage autistic employees for the benefit of all.

Audience / Maximum Participants

All staff with specific value to HR and managers / Minimum 12 to maximum 20 people

Duration / Delivered By

4 hours / Altogether Autism

Learning Style

Classroom

Content

Informed by autistic advisors, delivered by autism specialists.

- What is autism?
- How do people with autism experience the workplace, including the impact of the sensory environment?
- How can you work best with autistic employees?
- Practical strategies to assess the barriers to employment in your workplace (recruiting).
- Tools to remove these barriers when recruiting autistic talent (selecting).
- How to recognise the strengths and support needs of autistic job seekers and workers (managing).

Prerequisites

None

Base Location

Auckland, Tauranga and Hamilton.

Cost

Accessibility Tick Members –\$310 per person (minimum 12 people)

Non-AT Members (RRP) - \$345 per person (minimum 12 people)

Note: Price includes all venue, catering, IT, etc. expenses.

All prices are subject to change without notice and exclusive of GST. Travel may be additional.



Attracting, Recruiting and Managing Autistic Talent (in-house)

Purpose

To equip HR, managers and colleagues to recognise, recruit and manage autistic employees for the benefit of all.

Audience / Maximum Participants

All staff with specific value to HR and managers / Minimum 12 to maximum 20 people

Duration / Delivered By

4 hours / Altogether Autism

Learning Style

Classroom

Content

Informed by autistic advisors, delivered by autism specialists.

- What is autism?
- How do people with autism experience the workplace, including the impact of the sensory environment?
- How can you work best with autistic employees?
- Practical strategies to assess the barriers to employment in your workplace (recruiting).
- Tools to remove these barriers when recruiting autistic talent (selecting).
- How to recognise the strengths and support needs of autistic job seekers and workers (managing).

Prerequisites

None

Base Location

Auckland, Tauranga and Hamilton.

Cost

Accessibility Tick Members – 1 training credit per person OR \$130 per person (minimum 12 people)

Non-AT Members (RRP) - \$145 per person (minimum 12 people)



Physical Environment Specific

Accessibility Champion Training – The Physical Environment

Purpose

This workshop will equip your Workplace Accessibility Champions and/or H&S professionals with the practical skills and knowledge needed to audit your work environments for access barriers.

Audience / Maximum Participants

Workplace Accessibility Champions and/or H&S Professionals

Duration / Delivered By

4 hours / AbilityDis Consulting

Learning Style

Classroom and the broader built environment

Content

We will cover best practice accessibility for the most common barriers and access needs including those:

- for people who use wheelchairs or have mobility issues,
- people who are blind or have low vision,
- people who are deaf or have hearing impairments,
- people with neurodiversity,
- or have intellectual and cognitive impairments.

Prerequisites

None

Base Location

Wellington – available in other locations but may attract a travel charge.

Cost

Accessibility Tick Members – 5 Training Credits or \$1,080

Non-AT Members (RRP) - \$1,200

Closing Statement

A reminder that to use your training credits or access the discounted rates listed within this document, all bookings must be processed through the Accessibility Tick.

Contact your Accessibility Contact

or

Email trainings@accessibilitytick.nz

If there is a training not listed in this document that you feel would be valuable, please don't hesitate to talk with your Accessibility Tick contact. We will endeavour to organise the training that suits your needs.

