

Directions: These employees have decided to disclose their disability. Read the scenarios and pick out the job requirement that they will have with their position and the accommodation they can request so that they can be successful. (See the last page for cut out options, if needed.)

Jon just started a job in sales. He is required to report his total sales every hour to his supervisor, but his disability impacts his time management skills. He decides to request a desk timer that will go off every hour to remind him to report his numbers.



Job Requirement	Accommodation

Shawn is training for a job and needs to pass the safety test in order to start working. She has a visual impairment and needs large print and some extra time in order to be able to read the material independently. She requests this from her supervisor and they make arrangements for her to get the support she needs.



Job Requirement	Accommodation

Amy just got offered a job where she reports to her boss each morning to get her tasks for the day. Amy is a hard worker and has all of the essential skills for her job but struggles with being attentive when people speak to her. She does well and can do her job independently if she can see the directions written in a list.



Job Requirement	Accommodation

Mike is excited to have his job at the library. Part of his job is filing based on a color-coding system. One of his strengths is knowing how to file and organize paperwork, however he has color blindness, which means this task will be difficult for him. His supervisor tells him they will write the word of the color on the file so that he can do the job independently.



Job Requirement	Accommodation

Jackson is able to work long shifts when given frequent breaks to allow him to refocus. His new job requires him to work an 8-hour shift with a 15-minute morning break, 30-minute lunch break, and 15-minute afternoon break. He tells his supervisor that in the past he has benefited from a 5-minute break every hour with a 20-minute lunch time. His supervisor likes that he already has a plan and thinks it is a great idea.



Job Requirement	Accommodation

Report sales every hour to his supervisor

Desk timer that is set to go off every hour

Read the training manual and take a test on the material

A manual in large print and extra time for the test

Understand verbal directions given daily

Written instructions in the form of a checklist

Create files based on a color-coding system

Restructure the task so that the employee can sort files by the word

Work an 8-hour shift with a 15-minute morning break, 30-minute lunch break, and 15-minute afternoon break

Flexible scheduling with dividing the 60 minutes of break time more evenly throughout the day