



**DECEMBER 12,  
2008**

**“They may forget what you said, but they will never forget how you made them feel”**

**Carl Buehner**

**One of the most useful tools in working with any individual who has indicated that they have a disability is the Job Accommodation Network (JAN).**

**JAN is an online resource that can provide you specific information on a disability, how the disability can present a barrier to employment and what accommodations should be considered in the workplace in a convenient A-Z format.**

**When leading a customer through JAN find how their disability is affecting them specifically and highlight the pertinent information. If assistive technology is required there are examples of how to request these in writing from the employer directly.**

**In addition to being a resource to job seekers, it is a great tool for employers as well. JAN can be used to get specific information on ADA legislation, accommodations and tax incentive programs.**

**<http://www.jan.wvu.edu/>**



**On Thursday, December 18<sup>th</sup> from 1 -3 Betty Petrie from CENTRO will be here to talk about the different programs available to job seekers and those who are employed through CENTRO; included will be information on Rides to Work, travel training and much more. Materials will be provided and any one who wishes to attend can RSVP to Lauraine or Andrea.**