

# Curating OER - Accessibility Checklist

## 1. Organizing Content

Content is organized under headings and subheadings

Headings and subheadings are used sequentially (e.g. Heading 1, heading 2, etc.)

## 2. Images

Images that convey information include Alternative Text (alt-text) descriptions of the image's content.

Graphs, Charts, and Maps include supporting details in the text surrounding the image.

Images do not rely on colour to convey information.

Images that are purely decorative contain empty alternative text descriptions. (Descriptive text is unnecessary if the image doesn't convey contextual content information).

## 3. Tables

Tables include row and column headers.

Table includes title or caption.

Table does not have merged or split cells.

Table has adequate cell padding

## 4. Weblinks

The weblink is meaningful in context, does not use generic text such as "click here" or "read more".

Weblinks do not open new windows or tabs.

If the weblink must open in a new window, a textual reference is included in the link information (for example, "Link Opens in a New Window").

## 5. Multimedia

A transcript has been made available for the resource that includes audio narration or instruction.

Captions of all speech content and relevant non-speech content are included in the resource, that includes audio synchronized with a video presentation.

Audio descriptions of contextual visuals (graphs, charts, etc) are included in the multimedia resource.

## 6. Formulas

Formulas have been created using MathML.

Formulas are images with alternative text descriptions, if MathML is not an option.

## 7. Font

Font type is either Verdana or Arial

Font size is 12 point or higher for body text.

Font size is 9 point for footnotes or end notes.

Font size can be zoomed to 200%.

## Additional Accessibility Resources

- **Web Content Accessibility Guidelines (WCAG) 2.0** - Covers recommendations for making Web content more accessible to a wider range of people with disabilities, including blindness and low vision, deafness and hearing loss, learning disabilities, cognitive limitations, limited movement, speech disabilities, photosensitivity and combinations of these.
- **BC Open Textbook Accessibility Toolkit** - Seeks to provide the resources needed to support content creators, instructional designers, educators, and librarians in creating open and accessible textbooks.

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