Electronic Accessibility

Does the law really say that my files must be accessible?

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Note for JAWS users:

This PowerPoint file includes text in the Notes section. You can read the text in the Notes pane from the normal view by pressing F6 until you hear: "Thumbnails."

Press the Up or Down arrow key until you hear the title or number of the slide and its position in the list of slides. If there are speaker notes on the slide, you hear: "Has notes."

To display the Notes pane, press Alt+W, P, N.

Press F6 until you hear "Slide notes," and then press the SR key+$ to listen to the note.

Source: Microsoft Support.

- For assistance with this PowerPoint file, please contact: Laura.Hopkins@uta.edu

UTA – Principles of Community

INCLUSION AND DIVERSITY

- Leadership and service are best achieved when we are *inclusive and value diversity* in our community. In a world that requires innovative and creative responses to its problems, reaching out across divisions and differences of all types often offers the best promise in finding solutions. We affirm that *inclusion and diversity enable us to be agents of change in an evolving world*. Therefore, we will create a deep and abiding culture of inclusiveness that can only be accomplished by returning to our first principle, *mutual respect.*

CONSTRUCTIVE COMMUNICATION

- Mutual respect is demonstrated by how we communicate with others, and this encompasses all forms of communication. Constructive communication begins with honesty and personal integrity, *taking responsibility for how* and what we state.

Disabilities

What Kinds of Impairments Might Users Have?

Visual Impairments

Auditory Impairments

Mobility Impairments

Cognitive Impairments

Invisible Impairments

How are we thinking about those with disabilities?

- Social Model

- Medical Model

- Biopsychosocial Model

- Economic Model

- Charity Model

- Social Identity Model
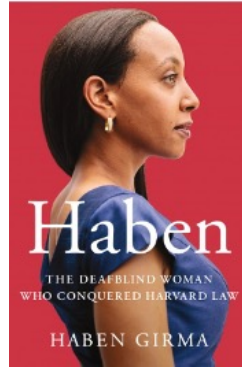
- Functional Solutions Model

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What is the disability?

What can those with disabilities accomplish?

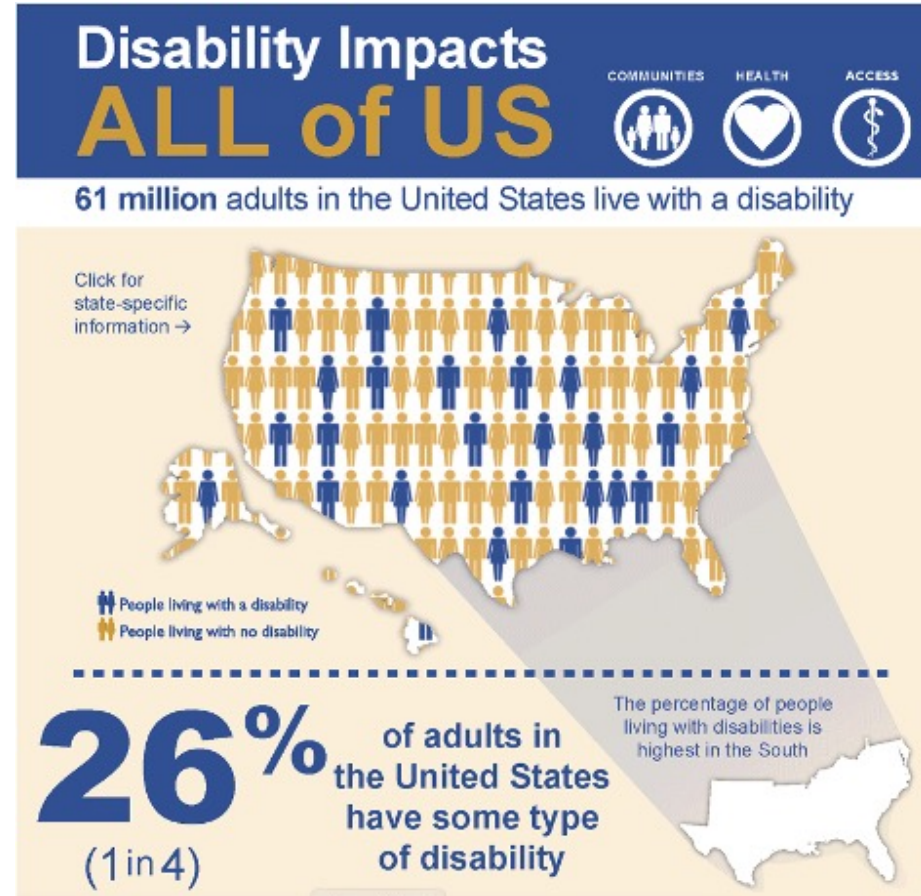Physicist

Attorney with degree from Harvard Law

Associate General Counsel at Google

Those with disabilities can achieve great things – as long as we don't stand in their way.

The numbers

STATISTICS:

- 26% - 61 million adults in the US have a disability.

- The percentage of people living with disabilities is highest in the South.

Disability Impacts ALL of US

COMMUNITIES   HEALTH   ACCESS

61 million adults in the United States live with a disability

Click for state-specific information →

People living with a disability
People living with no disability

26% of adults in the United States have some type of disability
(1 in 4)

The percentage of people living with disabilities is highest in the South

The Law

When did this start?

1998

- **Congress amended the Rehabilitation Act of 1973**
  - Gives employees with disabilities and members of the public equal access.

2006

- **Texas Administrative Code 206 and 213**
  - TAC 206 specifically addresses webpages.
  - TAC 213 addresses all other electronic and information resources.

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It's the Law

- Texas Government Code, Title 10 General Government, Subtitle B Information and Planning, Chapter 2054 Information Resources, Subchapter A General Provisions, Subchapter M Access to Electronic and Information Resources by Individuals with Disabilities
- Texas Administrative Code, Title 1 Administration, Part 10 Department of Information Resources, Chapter 213 Electronic and Information Resources, Chapter C Accessibility Standards for Institutions of Higher Education
- Texas Administrative Code, Title 1 Administration, Part 10 Department of Information Resources, Chapter 206 State Websites, Subchapter Institution of Higher Education Websites
- Texas Administrative Code, Title 1 Administration, Part 10 Department of Information Resources, Chapter 202 Information Security Standards, Chapter C Information Security Standards for Institutions of Higher Education
- Federal Law 29 U.S.C., Title 29, Chapter 16, Subchapter V, Sec. 794d - Electronic and Information Technology
- Rehabilitation Act of 1973, Section 503, Section 504 and Section 508

Legal breadcrumbs –
Where does the law say my PowerPoint* must be accessible?

1 Sec 508 Appendix A Part 1194

2 Sec 508 Chapter 2 E201.1

3 Sec 508 Chapter 2 E205.4

4 Sec 508 Chapter 2 E204.1

5 Sec 508 Appendix C Part 1194 Chapter 3

6 Texas Administrative Code

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Why do we start with Section 508?

We start with Section 508 because the TAC uses it to pass-through the federal requirements as state requirements. Here is an example from Rule 213.30 Software:

…pursuant to 1 Texas Administrative Code §213.37, all software applications and operating systems EIR developed, procured, or changed by an institution of higher education shall comply with the standards described in this subchapter. Each institution of higher education shall comply with the following standards referenced in Section 508 Appendix C.

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Same law – different references

ECFR CONTENT

ENHANCED CONTENT

View table of contents for this page

PART 1194 - INFORMATION AND COMMUNICATION TECHNOLOGY STANDARDS AND GUIDELINES

Authority: 29 U.S.C. 794d, 47 U.S.C. 255.

Source: 65 FR 80523, Dec. 21, 2000, unless otherwise noted.

§ 1194.1 Standards for Section 508 of the Rehabilitation Act.

The standards for information and communication technology developed, procured, maintained, or used by Federal agencies covered by Section 508 of the Rehabilitation Act are set forth in Appendices A, C and D to this part.

[82 FR 5832, Jan. 18, 2017]

§ 1194.2 Guidelines for Section 255 of the Communications Act.

The guidelines for telecommunications equipment and customer premises equipment covered by Section 255 of the Communications Act are set forth in Appendices B and C to this part.

[82 FR 5832, Jan. 18, 2017]

Appendix A to Part 1194 - Section 508 of the Rehabilitation Act: Application and Scoping Requirements

Sidebar navigation:
- Table of Contents
- Details
- Print/PDF
- Display Options
- Subscribe
- Timeline
- Go to Date
- Compare Dates
- Published Edition
- Developer Tools

- You may see references to Title 36, Part 1194 and Section 508 --- all of these refer to the Rehabilitation Act.

- Most of TAC 213 rules invoke Section 508 but 213.31 - Telecommunications invokes Part 1194.

Sec 508 Appendix A Part 1194 - Definition

Information and Communication Technology (ICT). Information technology and other equipment, systems, technologies, or processes, for which the principal function is the creation, manipulation, storage, display, receipt, or transmission of electronic data and information, as well as any associated content. Examples of ICT include, but are not limited to: Computers and peripheral equipment; information kiosks and transaction machines; telecommunications equipment; customer premises equipment; multifunction office machines; software; applications; Web sites; videos; and, electronic documents.

- Federal law uses ICT as opposed to state law that uses EIR – same resources just a different acronym.

- This is the section that directly includes "electronic documents" in the statute.

Sec 508 Chapter 2 E201.1 – If you use it, it is in scope!

E201.1 *Scope.* ICT that is procured, developed, maintained, or used by agencies shall conform to the Revised 508 Standards.

Texas Government Code 2054.460:

Used, procured, developed or maintained

UT System Rule 150 OGC Bulletin

Used, procured, developed, <u>changed</u> or maintained

Sec 508 Chapter 2 E205.4 – WCAG and includes non-web documents

E205.4 *Accessibility Standard.* Electronic content shall conform to Level A and Level AA Success Criteria and Conformance Requirements in WCAG 2.0 (incorporated by reference, *see* 702.10.1).

EXCEPTION: Non-Web documents shall not be required to conform to the following four WCAG 2.0 Success Criteria: 2.4.1 Bypass Blocks, 2.4.5 Multiple Ways, 3.2.3 Consistent Navigation, and 3.2.4 Consistent Identification.

E205.4.1 *Word Substitution when Applying WCAG to Non-Web Documents.* For non-Web documents, wherever the term "Web page" or "page" appears in WCAG 2.0 Level A and AA Success Criteria and Conformance Requirements, the term "document" shall be substituted for the terms "Web page" and "page".

In addition, in Success Criterion in 1.4.2, the phrase "in a document" shall be substituted for the phrase "on a Web page".

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Sec 508 Chapter 2 E204.1 – Functional Performance Criteria

E204.1 *General.* **Where the requirements in Chapters 4 and 5 do not address one or more functions of ICT, the functions not addressed shall conform to the Functional Performance Criteria specified in Chapter 3.**

This is the 'catch-all'. If not otherwise addressed, then functional performance criteria must be met.

Appendix C to Part 1194 – Functional Performance Criteria and Technical Requirements

Chapter 3: Functional Performance Criteria

301 General

301.1 Scope

The requirements of Chapter 3 shall apply to ICT where required by 508 Chapter 2 (Scoping Requirements), 255 Chapter 2 (Scoping Requirements), and where otherwise referenced in any other chapter of the Revised 508 Standards or Revised 255 Guidelines.

302 Functional Performance Criteria

302.1 Without Vision

Where a visual mode of operation is provided, ICT shall provide at least one mode of operation that does not require user vision.

302.2 With Limited Vision

Where a visual mode of operation is provided, ICT shall provide at least one mode of operation that enables users to make use of limited vision.

This text requires the resource to have more than one mode of operations.

You cannot depend on a single sense.

Texas Administrative Code 213
Requirements for public institutions of higher education

CHAPTER 213 ELECTRONIC AND INFORMATION RESOURCES

SUBCHAPTER C ACCESSIBILITY STANDARDS FOR INSTITUTIONS OF HIGHER EDUCATION

Rules

§213.30 Software Applications and Operating Systems

§213.31 Telecommunications Products

§213.32 Video and Multimedia

§213.33 Hardware

§213.35 Functional Performance Criteria

§213.36 Support Documentation and Services

§213.37 Compliance Exceptions and Exemptions

§213.38 Procurements

§213.39 Accessibility Training, Technical Assistance, and Job Descriptions

§213.40 Accessibility Survey and Reporting Requirements

§213.41 EIR Accessibility Policy and Coordinator

§213.42 Holdover

TAC includes: Each institution of higher education shall comply with the following standards referenced in Section 508 Appendix C

Except TAC 213.33 refers to Part 1194.

UTS Rule 150

Home > Policy Library

UT System Policy Library

Policy Library   UTS Policies   HOP   Disposition   Contact

UTS 150 Access by Persons with Disabilities to Electronic and Information Resources Procured or Developed by The University of Texas System Administration and The University of Texas System Institutions

Training and Tools

DEI Training Classes

- Learn how to make an accessible Word Document

- Learn how to make an accessible PowerPoint Document

- Learn how to make an accessible, fillable form from a Word Document.

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Center For Distance Education

CDE can assist with:
- Canvas
- Ally in Canvas
- Echo 360
- QuestionPro
- Instructional Design
- Course Development
- Training
- Assessment
- Proctoring
- Teams Meetings
- Digital Courseware
  - Cengage Mindlinks
  - MacMillan Higher Ed
  - McGraw-Hill Campus Connect
  - Pearson Mylab
  - WileyPlus

CENTER FOR DISTANCE EDUCATION

ANVAS OPERATIONS   TRAINING   INSTRUCTIONAL DESIGN   STUDENT RESOURCES   STATE AUTHORIZATION   CONTACT US

TRAINING
- Canvas
- Canvas Studio
- Respondus
- Unicheck
- Ally
- Training Registration
- Training Recordings for Faculty

FACULTY AND STAFF

Canvas One-on-One Assistance January 14 – 21

The Center for Distance Education will be providing one-on-one assistance for your Canvas questions or to help you prepare your course for the Fall semester. Appointments are available January 18th - January 21st. Those who need assistance can book a 30-minute Teams meeting with our training manager. Please select a time and date on our registration page.

The Center for Distance Education (CDE) hosts general instruction training workshops for online learning tools such as:
- Canvas
- Studio (Video in Canvas)
- Respondus (Test Authoring and Lockdown Browser)
- Unicheck (Plagiarism Checker)
- Ally (Accessibility in Canvas)

Register now for a CDE training workshop!

CDE also provides customized, departmental workshops and individual assistance upon request. Please email cdetraining@uta.edu with any "how-to" questions concerning Canvas or with requests for training not currently scheduled. Click the Registration link to the left to view the CDE training workshop schedule.
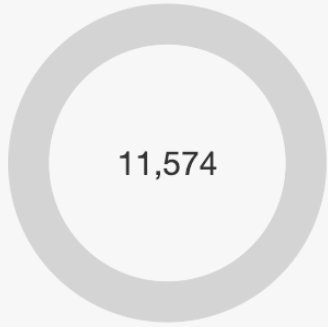
Captions

Live Captions
- Teams
- PowerPoint

Adding Captions to Videos
- Use Studio to generate captions (included with Canvas)
- Use Echo360 to generate a transcript that you can edit into a caption file
- Use live-captioning in Teams (note: this is auto-generated only)
- Use live-captioning in PowerPoint (note: this is auto-generated only)
- Pay a third party to create the file (such as Rev, CaptionSync or Cielo24)
- Use Camtasia to generate captions or to convert a transcript into captions (Camtasia is paid software)
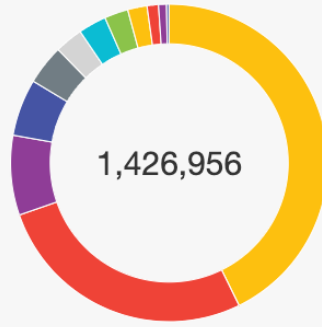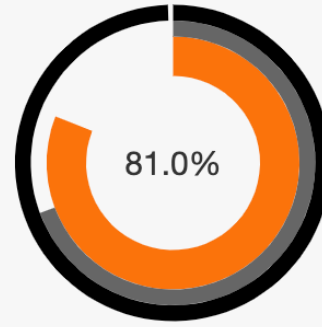
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Ally – Know Your Score!

2022 Fall ▼

Total courses

Total content created

Overall accessibility score

11,574
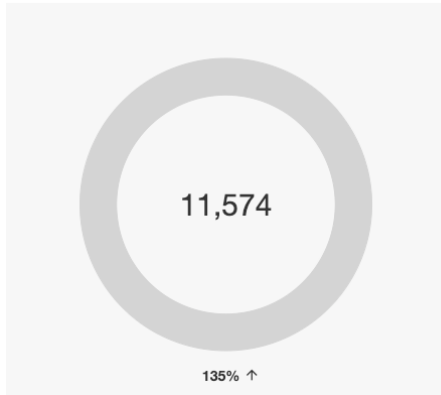
135% ↑

1,426,956

94% ↑

81.0%

6% ↓

Ally will provide you with feedback for each of your course attachments to let you know if issues needed to be resolved or not.

UTA

Ally in Canvas – Know Your Score!

2022 Fall ▾

Total courses

11,574

135% ↑

Total content created

Overall accessibility score

Accessibility issues

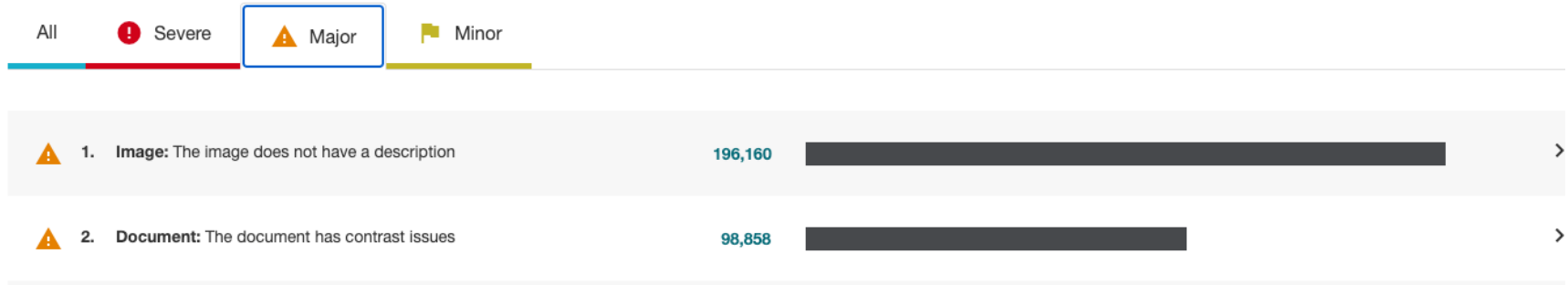| All | ❗ Severe | ⚠ Major | ⚑ Minor |

❗ 1. **Document:** The document is scanned but not OCRed   10,378

❗ 2. **Document:** The document is malformed   291

❗ 3. **Document:** The document is encrypted   154

❗ 4. **Image:** The image can induce seizures   129

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Most Common Issues

All	● Severe	⚠ Major	⚑ Minor

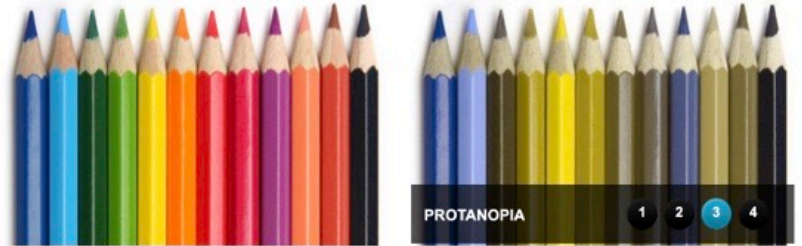|				
⚠	1.	**Image:** The image does not have a description	196,160	▮▮▮▮▮▮▮▮▮▮ >
⚠	2.	**Document:** The document has contrast issues	98,858	▮▮▮▮▮ >

Resolve images that are missing alt text. In Word and PPT, simply right click on the image and type the alternative description. Impacts those that use a screenreader.

Always ensure that you provide sufficient color contrast.

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There are different types of colorblindness, and different degrees of colorblindness.

The law requires us to be accessible.

We want to be accessible.

Learn the basics!

Ask questions!

- Laura Hopkins
- MS ITM, CAPM, CTCM/CTCD
- Electronic and Information Resources Accessibility Coordinator
- Office of Information Technology
- 817-272-5961
- accessibility@uta.edu