

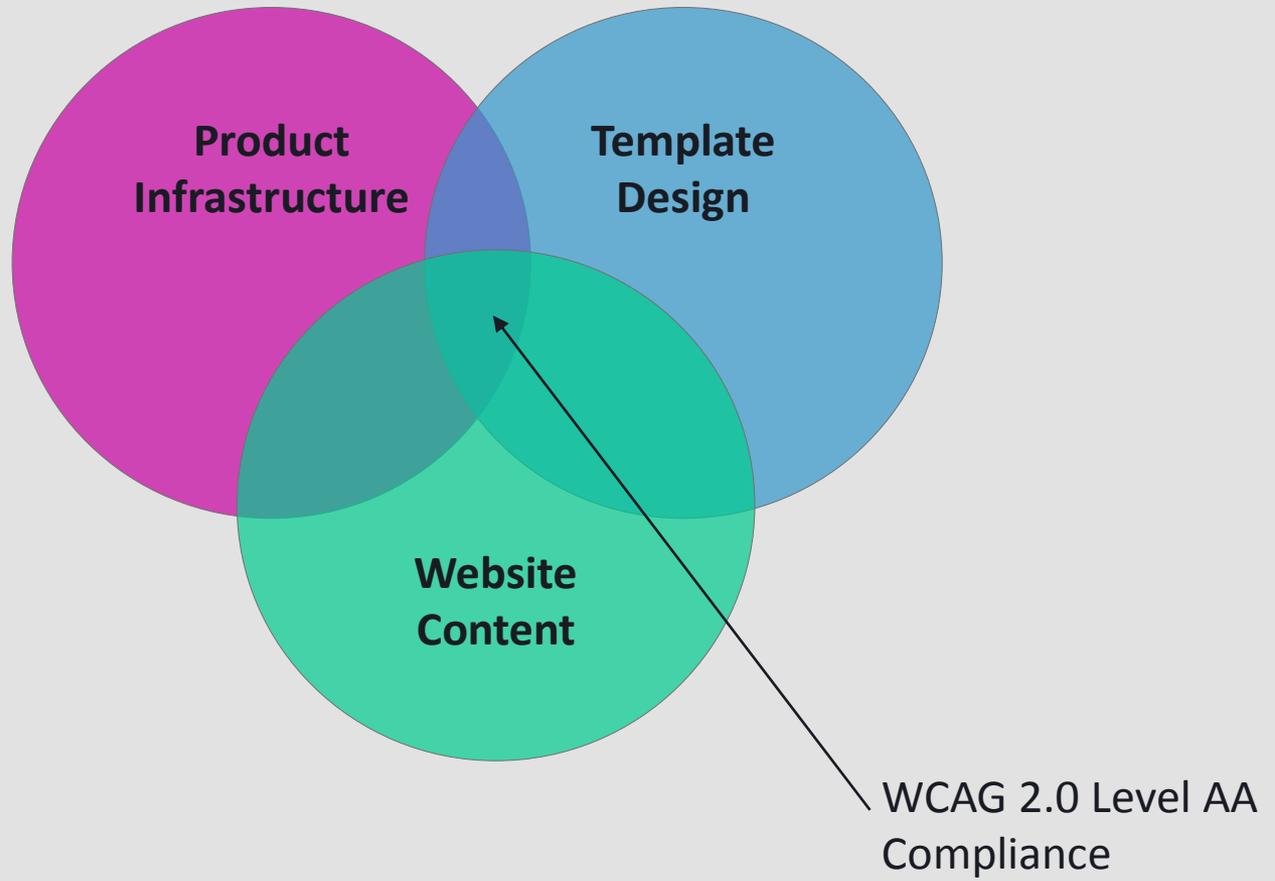
**Blackboard**

# Website accessibility 101: What it is and how it impacts your school

January 2017



# Accessibility in WCM (formerly Schoolwires)



# Inclusive Content

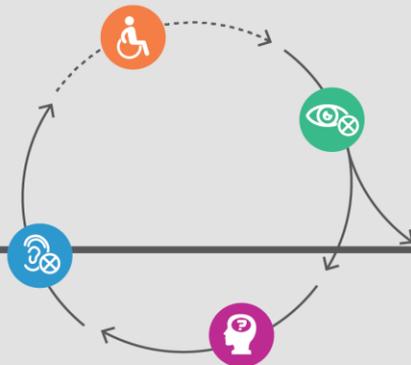
Thinking inclusively means revisiting content and ensuring it's set up for universal consumption. It also means choosing not to use content that doesn't meet expectations.



# Quick Checklist: The Content

Evaluate all content for the following elements:

- Images have alternative text
- No images of text or blinking images and animations
- Word and PowerPoint documents are properly structured
- PDFs are tagged for accessibility
- Videos are captioned
- Instructions are clear and succinct
- Color choices have proper contrast
- Tables are not used for layout



# Formatting accessible documents

## Structure & Formatting



## Proper use of tables



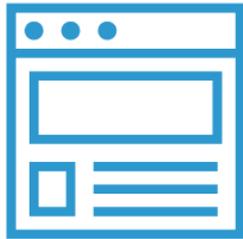
## Alt Text for Images



\*Read full article about [Formatting Accessible Documents](#) on Blackboard Help

# Principles of PowerPoint Accessibility

## Slide Titles



## Reading Order



## Alt Text for Images



## Self-describing links



\*Read full article about the [Principles of PowerPoint Accessibility](#) on Blackboard Help

# Building accessible PDFs

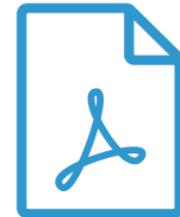
Start from a well formatted source file.



Include accessibility tags when saved to PDF.



Invest in Acrobat Pro and use it's accessibility tools



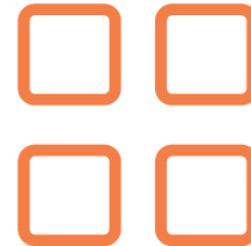
\*Read full article about [Formatting Accessible Documents](#) (look for PDF section) on Blackboard Help

# Captioning Videos

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