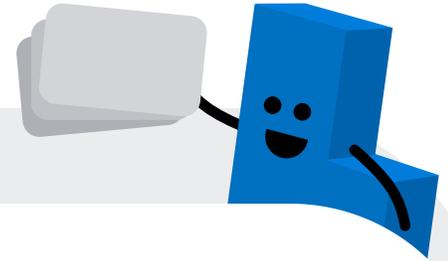


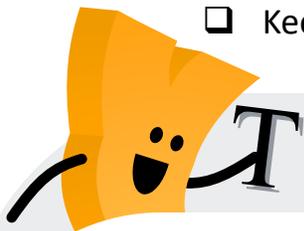
Master Slides

- Remove unnecessary design elements from Slide and Feedback Masters.
- If using an Accessibility Lightbox, add triggers to open and close the lightbox via keyboard shortcuts.



Slide Level

- Add audio transcript to the Notes tab.
- Add Closed Captions to audio tracks.
- Test all fonts and icons for color contrast standards.
- Ensure that all text is distinguishable with the following in mind:
 - Font size
 - Background contrast
 - Font readability
 - Text Styles (hierarchy)
 - Spacing
- Keep animations simple, subtle, and consistent.



Alternative Text/Focus Order

- Ensure that relevant text boxes are accessible in the Focus Order.
- Remove unnecessary images, icons, or design elements from Focus Order.
- If images contain text, add descriptive alt text which relays the exact text to the Focus Order.
- Add adequate descriptions of any custom graphics/charts that relay information relevant to the understanding of the content.
- Keep alt text simple, but don't leave out relevant information.
- Add alt text to any interactive elements that do not contain default text (ex: triggered images/icons/etc.).

Player



- Check that Accessibility Controls and Closed Captions are available.
- Allow learner to access the Play button as well as the Seekbar.
- Set custom accent colors and focus colors to match branding but to also meet contrast guidelines.
- Set custom Player or Caption font sizes, if necessary.



Additional Development Considerations

- Keep navigation simple and consistent throughout the course.
- Do NOT use timed tests.
- Use inclusive language and make sure that:
 - Elements are not identified by shape or orientation.
 - Elements are not identified by color.
 - Instructions use the term “Select” instead of “Click.”
- Allow sufficient time for development and testing.
- Rewrite content that does not meet accessibility best practices.



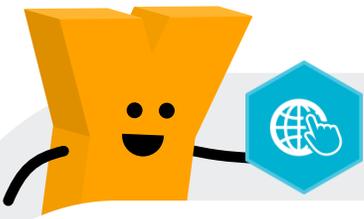
Testing

- When conducting quality checks, be sure to:
 - Verify that Closed Captions are correct and properly timed.
 - Test using keyboard navigation only.
 - Test using a screen reader.
- Be on the lookout for visual contrast issues.
- Do NOT test in Preview mode. Publish to Web and test within a browser.
- When in doubt, consult professionals and/or online resources for help.



“ Remember to ask yourself: Am I simply checking boxes, or am I doing my best to create a good e-learning experience for everyone? ”

Raye Shilen



Accessibility Resources

6 Best Practices for Designing Accessible e-Learning: <http://bit.ly/38YCpHS>

WCAG Quick Reference Guide: <http://bit.ly/2GLGm6T>

Section 508 Compliance Website: <http://bit.ly/2OlyTj8>

Bureau of Internet Accessibility: <https://bit.ly/3gVSyV3>

Best Fonts for Accessibility: <https://bit.ly/3jBNSW8>

Color Contrast Checker: <https://bit.ly/3BCKINt>

Pixeur Color Tool: <http://bit.ly/2tIXgpo>

WebAIM Contrast Checker: <http://bit.ly/2GJgsjY>

JAWS Screen Reader: <http://bit.ly/2vJGEsC>

NVDA Screen Reader: <http://bit.ly/2SasvMG>

Storyline 360: Version History: <https://bit.ly/2WL5yFO>

Storyline 360: Accessible Authoring: <https://bit.ly/2WLyQ7w>

Storyline 360: Accessible Text: <https://bit.ly/3zGI4RG>

Storyline 360: Accessible Player: <https://bit.ly/3yBrroi>

How to Test Storyline 360 Content with a Screen Reader: <http://bit.ly/2UhugtV>

Articulate 360 FAQs: Accessibility: <http://bit.ly/37T97dz>

Articulate 360 Training Accessibility Webinars: <https://bit.ly/3gVSGDP>

Storyline 360 Accessibility Conformance Report (VPAT): <http://bit.ly/2RRbqbG>