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Web Content Accessibility Guidelines 2.0 Checklist

Table of Contents

Perceivable	3
Guideline 1.1	3
Guideline 1.2	4
Guideline 1.3	6
Guideline 1.4	7
Operable	10
Guideline 2.1	10
Guideline 2.2	11
Guideline 2.3	13
Guideline 2.4	13
Understandable	17
Guideline 3.1	17
Guideline 3.2	19
Guideline 3.3	20
Robust	23
Guideline 4.1	23

Perceivable

Web content is made available to the senses - sight, hearing, and/or touch

Guideline 1.1

Text Alternatives: Provide text alternatives for any non-text content

1.1.1 Non-text Content (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
All images, form image buttons, and image map hot spots have appropriate, equivalent alternative text.	Yes	
Images that do not convey content, are decorative, or contain content that is already conveyed in text are given null alt text (alt="") or implemented as CSS backgrounds. All linked images have descriptive alternative text.	Yes	
Equivalent alternatives to complex images are provided in context or on a separate (linked and/or referenced via longdesc) page.	Not Applicable	Our application does not have complex images.
Form buttons have a descriptive value.	Yes	
Form inputs have associated text labels.		
Embedded multimedia is identified via accessible text.	Not Applicable	Our application does not have embedded multimedia (video or audio description).
Frames are appropriately titled.	Not Applicable	Our application does not use frame to position our content layout.

Guideline 1.2

Time-based Media: Provide alternatives for time-based media

1.2.1 Prerecorded Audio-only and Video-only (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
A descriptive text transcript (including all relevant visual and auditory clues and indicators) is provided for non-live, web-based audio (audio podcasts, MP3 files, etc.).	Not Applicable	Our application does not have embedded multimedia (video or audio description).
A text or audio description is provided for non-live, web-based video-only (e.g., video that has no audio track).	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.2 Captions (Prerecorded) (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Synchronized captions are provided for non-live, web-based video (YouTube videos, etc.)	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
A descriptive text transcript OR audio description audio track is provided for non-live, web-based video	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.4 Captions (Live) (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
Synchronized captions are provided for all live multimedia that contains audio (audio-only broadcasts, web casts, video conferences, Flash animations, etc.)	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.5 Audio Description (Prerecorded) (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
Audio descriptions are provided for all video content	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.6 Sign Language (Prerecorded) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
A sign language video is provided for all media content that contains audio.	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.7 Extended Audio Description (Prerecorded) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
When an audio description track cannot be added to video due to audio timing (e.g., no pauses in the audio), an alternative version of the video with pauses that allow audio descriptions is provided.	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.8 Media Alternative (Prerecorded) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
A descriptive text transcript is provided for all pre-recorded media that has a video track.	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.2.9 Audio-only (Live) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
A descriptive text transcript (e.g., the script of the live audio) is provided for all live content that has audio.	Not Applicable	Our application does not have embedded multimedia (video or audio description).

Guideline 1.3

Adaptable: Create content that can be presented in different ways (for example simpler layout) without losing information or structure

1.3.1 Info and Relationships (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Semantic markup is used to designate headings (<h1>), lists (, , and <dl>), emphasized or special text (, <code>, <abbr>, <blockquote>, for example), etc. Semantic markup is used appropriately.	Yes	
Tables are used for tabular data. Where necessary, data cells are associated with their headers. Data table captions and summaries are used where appropriate.	Yes	
Text labels are associated with form input elements. Related form elements are grouped with fieldset/legend.	Yes	

1.3.2 Meaningful Sequence (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
The reading and navigation order (determined by code order) is logical and intuitive.	Yes	

1.3.3 Sensory Characteristics (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Instructions do not rely upon shape, size, or visual location (e.g., "Click the square icon to continue" or "Instructions are in the right-hand column").	Yes	
Instructions do not rely upon sound (e.g., "A beeping sound indicates you may continue.").	Yes	

Guideline 1.4

Distinguishable: Make it easier for users to see and hear content including separating foreground from background

1.4.1 Use of Color (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Color is not used as the sole method of conveying content or distinguishing visual elements.	Yes	
Color alone is not used to distinguish links from surrounding text unless the luminance contrast between the link and the surrounding text is at least 3:1 and an additional differentiation (e.g., it becomes underlined) is provided when the link is hovered over or receives focus.	Yes	

1.4.2 Audio Control (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
A mechanism is provided to stop, pause, mute, or adjust volume for audio that automatically plays on a page for more than 3 seconds.	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.4.3 Contrast (Minimum) (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
Text and images of text have a contrast ratio of at least 4.5:1.	Yes	In most cases the contrast ratio is a minimum 7:1
Large text (over 18 point or 14 point bold) has a contrast ratio of at least 3:1	Yes	In most cases the contrast ratio is a minimum 7:1

1.4.4 Resize text (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
The page is readable and functional when the text size is doubled.	Yes	

1.4.5 Images of Text (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
If the same visual presentation can be made using text alone, an image is not used to present that text.	Yes	

1.4.6 Contrast (Enhanced) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Text and images of text have a contrast ratio of at least 7:1.	Yes	In most cases the contrast ratio is a minimum 7:1
Large text (over 18 point or 14 point bold) has a contrast ratio of at least 4.5:1	Yes	In most cases the contrast ratio is a minimum 7:1

1.4.7 Low or No Background Audio (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Audio of speech has no or very low background noise so the speech is easily distinguished.	Not Applicable	Our application does not have embedded multimedia (video or audio description).

1.4.8 Visual Presentation (Level AAA)

The following requirement must meet the guideline for Blocks of text over one sentence in length:

WebAIM's Recommendations	Satisfy Requirement	Note
Are no more than 80 characters wide.	Yes	
Are NOT fully justified (aligned to both the left and the right margins).	Yes	
Have adequate line spacing (at least 1/2 the height of the text) and paragraph spacing (1.5 times line spacing).	Yes	
Have a specified foreground and background color. These can be applied to specific elements or to the page as a whole using CSS (and thus inherited by all other elements).	Yes	
Do NOT require horizontal scrolling when the text size is doubled.	Yes	

1.4.9 Images of Text (No Exception) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Text is used within an image only for decoration (image does not convey content) OR when the information cannot be presented with text alone.	Yes	

Operable

Interface forms, controls, and navigation are operable

Guideline 2.1

Keyboard Accessible: Make all functionality available from a keyboard

2.1.1 Keyboard (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
All page functionality is available using the keyboard, unless the functionality cannot be accomplished in any known way using a keyboard (e.g., free hand drawing).	Yes	
Page-specified shortcut keys and accesskeys (accesskey should typically be avoided) do not conflict with existing browser and screen reader shortcuts.	Yes	We provided list of acceskey on our manual.

2.1.2 No Keyboard Trap (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Keyboard focus is never locked or trapped at one particular page element. The user can navigate to and from all navigable page elements using only a keyboard.	Yes	

2.1.3 Keyboard (No Exception) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
All page functionality is available using the keyboard.	Yes	

Guideline 2.2

Enough Time: Provide users enough time to read and use content

2.2.1 Timing Adjustable (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
If a page or application has a time limit, the user is given options to turn off, adjust, or extend that time limit. This is not a requirement for real-time events (e.g., an auction), where the time limit is absolutely required, or if the time limit is longer than 20 hours.	Yes	Due to web site security requirement, we only allow Session Extender feature on Staff side. This function is only available when accessing the application within the approved network locations. Otherwise, our site will timeout if there is no activity within 20 minutes.

2.2.2 Pause, Stop, Hide (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Automatically moving, blinking, or scrolling content that lasts longer than 5 seconds can be paused, stopped, or hidden by the user. Moving, blinking, or scrolling can be used to draw attention to or highlight content as long as it lasts less than 5 seconds.	Not Applicable	There are no pages with automatic moving or blinking or highlight to draw user attention.
Automatically updating content (e.g., automatically redirecting or refreshing a page, a news ticker, AJAX updated field, a notification alert, etc.) can be paused, stopped, or hidden by the user or the user can manually control the timing of the updates.	Yes	There is only one page in the system that automatically refresh, which is Exam Schedule View, which can be accessed in a different view.

2.2.3 No Timing (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
The content and functionality has no time limits or constraints.	Yes	Due to web site security requirement, we only allow Session Extender feature on Staff side. This function is only available when accessing the application within the approved network locations. Otherwise, our site will timeout if there is no activity within 20 minutes.

2.2.4 Interruptions (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Interruptions (alerts, page updates, etc.) can be postponed or suppressed by the user.	Yes	Our site does not have interruptions.

2.2.5 Re-authenticating (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
If an authentication session expires, the user can re-authenticate and continue the activity without losing any data from the current page.	Partial	This feature is only available while entering student case notes.

Guideline 2.3

Seizures: Do not design content in a way that is known to cause seizures

2.3.1 Three Flashes or Below Threshold (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
No page content flashes more than 3 times per second unless that flashing content is sufficiently small and the flashes are of low contrast and do not contain too much red. (See general flash and red flash thresholds)	Yes	Our site does not have any flashing content.

2.3.2 Three Flashes (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
No page content flashes more than 3 times per second.	Yes	Our site does not have any flashing content.

Guideline 2.4

Navigable: Provide ways to help users navigate, find content, and determine where they are

2.4.1 Bypass Blocks (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
A link is provided to skip navigation and other page elements that are repeated across web pages.	Yes	
If a page has a proper heading structure, this may be considered a sufficient technique instead of a "Skip to main content" link. Note that navigating by headings is not yet supported in all browsers.	Yes	We have both "Skip to Main Content" link and navigating by headings.

2.4.2 Page Titled (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
The web page has a descriptive and informative page title.	Yes	

2.4.3 Focus Order (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
The navigation order of links, form elements, etc. is logical and intuitive.	Yes	

2.4.4 Link Purpose (In Context) (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
The purpose of each link (or form image button or image map hotspot) can be determined from the link text alone, or from the link text and its context (e.g., surrounding paragraph, list item, table cell, or table headers).	Yes	
Links (or form image buttons) with the same text that go to different locations are readily distinguishable.	Yes	

2.4.5 Multiple Ways (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
Multiple ways are available to find other web pages on the site - at least two of: a list of related pages, table of contents, site map, site search, or list of all available web pages.	Yes	Each page has its own functionality. There are a summary view for staff to view multiple request status.

2.4.6 Headings and Labels (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
Page headings and labels for form and interactive controls are informative. Avoid duplicating heading (e.g., "More Details") or label text (e.g., "First Name") unless the structure provides adequate differentiation between them.	Yes	

2.4.7 Focus Visible (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
It is visually apparent which page element has the current keyboard focus (i.e., as you tab through the page, you can see where you are).	Yes	

2.4.8 Location (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
If a web page is part of a sequence of pages or within a complex site structure, an indication of the current page location is provided, for example, through breadcrumbs or specifying the current step in a sequence (e.g., "Step 2 of 5 - Shipping Address").	Yes	

2.4.9 Link Purpose (Link Only) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
The purpose of each link (or form image button or image map hotspot) can be determined from the link text alone.	Yes	
There are no links (or form image buttons) with the same text that go to different locations.	Yes	

2.4.10 Section Headings (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Beyond providing an overall document structure, individual sections of content are designated using headings, where appropriate.	Yes	

Understandable

Content and interface are understandable

Guideline 3.1

Readable: Make text content readable and understandable

3.1.1 Language of Page (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
The language of the page is identified using the HTML lang attribute (<html lang="en">, for example).	Yes	

3.1.2 Language of Parts (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
The language of page content that is in a different language is identified using the lang attribute (e.g., <blockquote lang="es">).	Not Applicable	We currently only support English.

3.1.3 Unusual Words (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Words that may be ambiguous, unknown, or used in a very specific way are defined through adjacent text, a definition list, a glossary, or other suitable method.	Yes	

3.1.4 Abbreviations (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Expansions for abbreviations are provided by expanding or explaining the definition the first time it is used, using the <abbr> element, or linking to a definition or glossary. NOTE: WCAG 2.0 gives no exception for regularly understood abbreviations (e.g., "HTML" on a web design site must always be expanded).	Yes	

3.1.5 Reading Level (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
A more understandable alternative is provided for content that is more advanced than can be reasonably read by a person with roughly 9 years of primary education.	Not Applicable	

3.1.6 Pronunciation (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
If the pronunciation of a word is vital to understanding that word, its pronunciation is provided immediately following the word or via a link or glossary.	Not Applicable	

Guideline 3.2

Predictable: Make Web pages appear and operate in predictable ways

3.2.1 On Focus (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
When a page element receives focus, it does not result in a substantial change to the page, the spawning of a pop-up window, an additional change of keyboard focus, or any other change that could confuse or disorient the user.	Yes	

3.2.2 On Input (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
When a user inputs information or interacts with a control, it does not result in a substantial change to the page, the spawning of a pop-up window, an additional change of keyboard focus, or any other change that could confuse or disorient the user unless the user is informed of the change ahead of time..	Yes	

3.2.3 Consistent Navigation (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
Navigation links that are repeated on web pages do not change order when navigating through the site.	Yes	

3.2.4 Consistent Identification (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
Elements that have the same functionality across multiple web pages are consistently identified. For example, a search box at the top of the site should always be labeled the same way.	Yes	

3.2.5 Change on Request (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Substantial changes to the page, the spawning of pop-up windows, uncontrolled changes of keyboard focus, or any other change that could confuse or disorient the user must be initiated by the user. Alternatively, the user is provided an option to disable such changes.	Yes	

Guideline 3.3

Predictable: Make Web pages appear and operate in predictable ways

3.3.1 Error Identification (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Required form elements or form elements that require a specific format, value, or length provide this information within the element's label.	Yes	
If utilized, form validation errors are presented in an efficient, intuitive, and accessible manner. The error is clearly identified, quick access to the problematic element is provided, and user is allowed to easily fix the error and resubmit the form.	Yes	

3.3.2 Labels or Instructions (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Sufficient labels, cues, and instructions for required interactive elements are provided via instructions, examples, properly positioned form labels, and/or fieldsets/legends.	Yes	

3.3.3 Error Suggestion (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
If an input error is detected (via client-side or server-side validation), provide suggestions for fixing the input in a timely and accessible manner.	Yes	

3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)

WebAIM's Recommendations	Satisfy Requirement	Note
If the user can change or delete legal, financial, or test data, the changes/deletions can be reversed, verified, or confirmed.	Yes	All transactions are being logged for data integrity.

3.3.5 Help (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
Provide instructions and cues in context to help in form completion and submission.	Yes	This functionality is provided to our customer to provide individualized instruction per school.

3.3.6 Error Prevention (All) (Level AAA)

WebAIM's Recommendations	Satisfy Requirement	Note
If the user can submit information, the submission is reversible, verified, or confirmed.	Yes	Student can make modification to entries unless they were approved and required staff intervention to make changes.

Robust

Content can be used reliably by a wide variety of user agents, including assistive technologies

Guideline 4.1

Compatible: Maximize compatibility with current and future user agents, including assistive technologies

4.1.1 Parsing (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Significant HTML/XHTML validation/parsing errors are avoided. Check at http://validator.w3.org/	Yes	

4.1.2 Name, Role, Value (Level A)

WebAIM's Recommendations	Satisfy Requirement	Note
Markup is used in a way that facilitates accessibility. This includes following the HTML/XHTML specifications and using forms, form labels, frame titles, etc. appropriately.	Yes	