The Accessible Campus

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As a result of the 2009 Technology Accessibility legislation, the Office of Enterprise Technology and the Department of Administration conducted a project to adopt Accessibility Standards and implement those standards. During this project these departments made an effort to centralize as much of the accessibility work as possible. Summarizing the result of the project follow:

- Standards adopted in the Enterprise Technology Architecture (OET/EAO)
- Procurement tools and processes for all IT purchases were modified (Admin/MMD)
- Standards based purchasing for IT products and services were modified to include the Accessibility Standards (OET/ISRM)
- 2010- MNSCU (MN Online), UM, State of MN, K12 created the Accessibility Committee
IT Accessibility for the State of Minnesota

What is accessible technology, and why is it important? What is your role as a state employee? Learn more in the video, The Electronic Curb Cut. (Audio Transcript PDF)

Electronic Documents
User guides, training and testing information to help you create accessible Microsoft Office and Adobe PDF documents.

IT Procurement
Information, guidance and tools to help you procure accessible IT products and services.

Websites and Applications
Tools, training and testing information to help you create accessible websites and applications.

Implementation Toolkit
Guidance, tools, templates and sample plans to get your organization started on the path to accessibility.

Multimedia
Tools, training and testing information to help you create accessible videos, podcasts, webinars and other multimedia.

Standards for IT Accessibility
Visit the "Policies and Standards" section to read the standards that were developed in response to the accessible technology bill passed in 2009.
IT Accessibility

“What’s it all about?”

- IT Accessible products and services procurement
- Websites and applications
- Electronic documents
- Multimedia
- PD’s and Descriptions Changed Multiple Personnel
- Policy Changes

Plan for Implementation, Training and Communication
Implementation Plan

- Sample Implementation plan
- Statutory obligation
- Business Need
- Strategic Alignment
- Business Objectives
- Policy Change Needs
- System Collaboration (pooling)
Accessibility
Communication Plan

• Change the collective understanding from accommodation to accessibility – the two are not the same thing. Accommodation is focused on an individual; accessibility is focused on the technology.
• Demonstrating that accessibility does not necessarily increase the costs of procurement or development when it is built in from the beginning
• Highlighting changing demographics (aging baby boomers) and that disabilities increase with the age
• Emphasizing the collateral benefits that can be derived by incorporating accessibility into our information technology
IT Accessible Procurement

- **Overview**
- **VPAT Table**
- **WCAG Table**
- **Microsoft Office 2010 Settings for Accessibility Checker**
Communication Plan

- Sample communication plan
- Stakeholder support
- Keeping users informed
- Training schedule
- Policy development
Training Plan

• **Sample of accessibility training plan**

• **Multimedia/Web Developers**

• **Accessibility Training at Normandale Community College.**
  – Feb. 9, 1:00-4:00
  – Feb. 23, 1:00-4:00
  – March 8, 1:00-4:00
  – March 22, 1:00-4:00
Hot Topics

• Screen Readers
• Mobility Impairment
• Software
• Color Contrast
• Captioning
• Website Testing
  – Accessibility
  – Usability
Screen Readers for Testing
Vision and Cognitive Impairment

- JAWS
- NVDA
- Adobe Acrobat Read Out Loud for testing reading order
Mobility Impairment

- JAWS
- NVDA with Firefox
- Dragon Naturally Speaking
- Touch-screen or iPad interactions
Software

• **Microsoft Office 2010**
  • Group Policy Settings
  • Accessibility Checker
  • Training in-person & online
  • OET Self-paced video tutorials

• **Compliance Sheriff w/ CMS**

• **Adobe Acrobat Pro (bundled w/CS5)**
  • System shared cost
  • Determine users
Color Contrast Checking

The Color Contrast checker in the IE Web accessibility toolbar.

- Minnesota guidelines require a compliance of WCAG 2.0 at the AA level and encourages a compliance at the AAA level.
- Immediate results
- Modify your colors if you are close to find an accessible match.
Captioning

• Pooling Resources
  – Campus-wide shared philosophy
  – System-wide shared solution(s)
    • AutoSync-Shared resources
    • Multimedia streaming server

• Memorandum System Office
Closed Captioning

• AutoSync-Shared resources
• Campus Resources
• OverStream – Free web based closed captioning program
• MagPie – Free download to provide CC and audio to videos
Closed Captioning & Transcripts
Can I add captioning or create transcripts for a video (film/movie)?

**Flowchart**

- **Is the video in the public domain?** Examples: copyright expired, copyright of video transferred to public domain by copyright owner, video is a work of the U.S. Government.
  - **Yes**
  - **No**

- **Is the video an “Orphaned Work?”** (A work no longer in publication & copyright owner unknown.)
  - **Yes**
  - **No**

- **Do you have permission from the copyright owner to add captioning or create transcripts?** Copyright owner grants permission through (1.) a letter or email, (2.) a creative commons license, or (3.) an institution/library subscription or license agreement. *Use Permission Request Form to Add Captioning.*
  - **Yes**
  - **No**

- **Are alternative videos available with captioning that cover the topic?**
  - **Yes**
  - **No**

- **Is a captioned version of the video available for purchase or through a license or subscription agreement?**
  - **Yes**
  - **No**

- **Does “Fair Use” apply?** Use the *Fair Use Checklist* to determine if your proposed modification constitutes Fair Use.
  - **Yes**
  - **No**

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**YES**
You can add captioning or create transcripts of the audio portion of the video.

**NO**
You must use an alternative video with captioning OR acquire the captioned version of the video.

**NO**
You must acquire the captioned video through purchase, or a subscription or license agreement.

**NO**
You cannot add captioning to the video.
Website Accessibility Testing

- WCAG – W3C, 508 compliance
- WebAim
- Wave page testing
  - Key elements: Headings, Tables, Images, Lists, Forms—Consistency
- Compliance Sheriff-CMS (HiSoftware)
- IE Toolbar
- W3C Validator
- CSS Validator (Jigsaw)
Usability Testing

- University of Minnesota site
- Explain—Creating Headings
- Formatting the website consistent
- Most accessed pages
Discussion & Resources

Questions

For a copy of this presentation and the necessary additional materials:

Email sheri.steinke@normandale.edu
Resources

- D2L Accessibility Resources
- Office of Enterprise Technology
- MN Learning Commons: Accessibility Committee
- University of Minnesota, Dr. Billie Wahlstrom-Usability testing
- WebAim
- MAGpie CC and Audio Services
- Compliance Sheriff
- Twitter Feed #A11Y