Checking Accessibility

Follow these simple practices to make your subject site and learning materials clear and accessible for all students:

* **Structure your content clearly using subheadings and consistent formatting**. Use inbuilt styles and content stylers, bulleted and numbered lists.
* **Use clear and concise language**, explain new discipline-specific terms and include instructions to students in plain English.
* **Add captions and/or transcripts to video and audio content**.
* **Add alternative text to images** by asking “what is the purpose of this content”? Images of text need to provide a text alternative.
* **Ensure that H5Ps are accessible or provide an accessible alternative**. H5P recommendations on accessibility: <https://documentation.h5p.com/content/1290410474004879128>
* **Be mindful of how you use colour** – ensure there’s enough contrast between text and background, it’s not overwhelming and colour alone is not used to convey meaning.
* **Provide link text that is descriptive** so that the link destination makes sense out of context.
* **Ensure that tables have a caption and have header rows/columns.**
* **Use the Blackboard Accessibility Checker** when building your Blackboard site.

Unit Code:

|  |  |  |
| --- | --- | --- |
| Module # | Yes/No | Comments |
| Content is structured clearly using subheadings and consistent formatting and uses Blackboard’s inbuilt styles and SCU content stylers. |  |  |
| Uses clear and concise language, explains new discipline-specific terms and includes instructions to students in plain English. |  |  |
| Captions and/or transcripts to video and audio content are present. |  |  |
| Documents uploaded to site (e.g. Word, pdf) are accessible |  |  |
| Alternative text is added to images. Images of text have a text alternative. |  |  |
| H5Ps are accessible or provide an accessible alternative. |  |  |
| There’s enough contrast between text and background, it’s not overwhelming and colour is not used to convey meaning alone. |  |  |
| Linked text is descriptive, so that the link destination makes sense out of context, and for downloads, file type and size is included after the link. |  |  |
| Tables are not used for formatting. |  |  |