

Web Accessibility Checklist

URL of home page: _____

Course/program/unit: _____

Contact person: _____

Contact email: _____

Contact phone: _____

Indicate the methods used to assess Web page accessibility (check all that apply):

- Usability & Accessibility Center Web Site Compliance Protocol
- Automated evaluation/validation tool. List tool(s) used: _____
- Manual check
- User testing. Please describe: _____

Interim Technical Guidelines – Section I: Required Elements (validate to Section 508 and WCAG 1.0 Priority One)

<u>Met</u>	<u>Not Met</u>	<u>NA</u>	
_____	_____	_____	Images containing content are described by meaningful alt and longdesc (as needed) attributes
_____	_____	_____	Content is understandable without the use of color
_____	_____	_____	Page content is read in the correct order without style sheets
_____	_____	_____	There are no flickering images in the site
_____	_____	_____	An alternative text-based page is provided if the Web page cannot be made accessible
_____	_____	_____	A “Skip to Main Content” link is provided at top of each Web page
_____	_____	_____	Users are notified of and can delay an impending timeout
_____	_____	_____	Changes in content language are indicated by HTML code
_____	_____	_____	Alternative (static) content is updated when dynamic content changes
_____	_____	_____	Clear and simple language is used throughout the site
_____	_____	_____	Row and column headers are identified in data tables
_____	_____	_____	Data tables with two or more levels of headers contain markup to associate data cells and header cells
_____	_____	_____	Frames have meaningful titles
_____	_____	_____	Forms work properly and can be completed successfully using assistive technology
_____	_____	_____	Java, JavaScript and other active features work with assistive technology
_____	_____	_____	Links are provided to download plug-ins or applets if they are required to use the site
_____	_____	_____	Client-side image maps have alt attributes
_____	_____	_____	Text links are provided if a server-side image map is necessary
_____	_____	_____	Client-side image maps are used instead of server-side image maps
_____	_____	_____	Supplementary audio information is provided for video and multimedia presentations
_____	_____	_____	Synchronized captioning is provided for video and audio presentations

URL of home page: _____

Interim Technical Guidelines – Section II: Recommended Elements (validate to WCAG 1.0 Priority Two unless indicated)

Completion of this section of the Web Accessibility Checklist is strongly encouraged, but not required.

<u>Met</u>	<u>Not Met</u>	<u>NA</u>	
_____	_____	_____	Documents contained in Web site are formatted to be accessible (Best Practice)
_____	_____	_____	Testing has been done to ensure cross-browser/cross-platform compatibility
_____	_____	_____	Site validates to XHTML 1.1 Transitional and CSS 2 protocols
_____	_____	_____	!DOCTYPE is included on all Web pages
_____	_____	_____	Web content does not blink
_____	_____	_____	Web pages either do not refresh automatically or can be controlled by user
_____	_____	_____	Web pages either do not redirect automatically or can be controlled by user
_____	_____	_____	Current W3C specifications and methodologies are followed
_____	_____	_____	Meta-data includes page description and keywords
_____	_____	_____	User is informed when his/her action will cause a new page or popup window to appear
_____	_____	_____	User is notified when link connects to a PDF file (Best Practice)
_____	_____	_____	Frames include information about their purpose and relationships (as needed)
_____	_____	_____	Link text makes sense out of context
_____	_____	_____	Text is not repeated for different links (Best Practice)
_____	_____	_____	Visited links are differentiated from non-visited links (Best Practice)
_____	_____	_____	Web site has a site map
_____	_____	_____	There is sufficient contrast between foreground (text) and background colors
_____	_____	_____	Blockquote attribute is used for quotations and not indentation
_____	_____	_____	CSS is used to format text
_____	_____	_____	Relative units are used for sizing and positioning Web site content
_____	_____	_____	Header elements are used to convey document structure
_____	_____	_____	Related items and sub-navigation links are contained in lists
_____	_____	_____	Abbr and acronym elements are used (Priority 3)
_____	_____	_____	Large chunks of information are divided into more manageable groups
_____	_____	_____	Navigation, page structure, presentation and coding are consistent throughout site
_____	_____	_____	Pages are organized to enhance comprehension and navigation (Best Practice)
_____	_____	_____	Sentences are short, to the point and consistently structured (Best Practice)
_____	_____	_____	CSS is used for page layout and presentation
_____	_____	_____	Tables make sense with style sheets turned off
_____	_____	_____	Tables are not formatted using structural markup
_____	_____	_____	Data tables contain summary and caption attributes (Priority 3)
_____	_____	_____	Labels precede input fields; labels follow checkboxes and radio buttons
_____	_____	_____	Labels are explicitly associated with form controls
_____	_____	_____	Important information is not contained between input fields
_____	_____	_____	Web site is fully functional using only the keyboard
_____	_____	_____	Dynamic content is accessible or provided in an alternative, accessible format
_____	_____	_____	Content is not animated on site or can be controlled by user
_____	_____	_____	Event handlers are coded to be device-independent

Submit to:
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