

Accessible Software Guidelines

- Are there equivalent keyboard shortcuts for every mouse action that can be performed within the program?
- Do all images have text descriptions or alt-tags?
- Is your software free of spontaneously occurring text, images, etc. (such as those created in a flash formats)?
- Is your program free of drop down menus?
- Is your software free of large amounts of flashes, pop ups, and/or fly outs? If it does have them, can they easily be disabled without disrupting the content being delivered?
- Is your software simple to navigate?
- Is the text within your program selectable allowing it to be copied and pasted into a separate program
- Are all videos captioned
- Do all audio alerts have equivalent visual cues
- Have you tested your software with any of the accessibility programs that are widely used on campus
- Does your software use color to identify/set apart important information without using a non-color method along with it? (e.g. blue hyperlinks without an underline next to black text)?

Any “NO” answers could potentially provide a problem with the accessibility of your software. In this case it would be necessary to discuss further options to ensure all students are provided equal opportunity and learning experiences.