IDAHO Accessibility Checklist

Basics:

☐ Provide descriptors, alternate text ("ALT tags") for all images. The ALT tag should be more descriptive than "picture," describing to the user what the picture is showing.

☐ Specify a title for the page and headers for the different sections of the page.

☐ All documents on your website should be in a screen reader accessible format. For example, if the document is a pdf with text, the pdf should not be a flattened scanned image unless it is scanned using Optical Character Recognition (OCR) software.

☐ Make sure color is not used as the only means of conveying information (example: required fields are marked in red).

☐ Instructions do not rely upon sound, shape, size, or visual location (example: "A beeping sound indicates you may continue" or "Instructions are in the right-hand column").

☐ Make sure the same images/icons are used consistently throughout the system for controls, status indicators, and other UI elements.

☐ Make sure the text and background color have enough contrast.

☐ Use HTML tables only for tabular data, not for layout.

☐ The basic HTML structure should be the same on every page. Example: first the header, then the navigation menus, then filter options, then the content, then the footer.

☐ Semantic markup is used to designate headings (<h1>), lists (<ul>, <ol>, and <dl>), emphasized or special text (<strong>, <code>, <abbr>, <blockquote>, for example), etc. Semantic markup is used appropriately.

☐ Provide audio descriptions, transcripts, and captioning for video or transcripts for audio.

☐ The page is readable and functional when the text size is doubled.