

Making your Canvas Course Site ADA-Compliant

OCTOBER 22, 2019

Web Accessibility – Basics

Commonly used items that might create barriers for students with disabilities include:

- Color contrast issues and color used for meaning
- Images missing alternative text description
- Multimedia that lacks complete and accurate captions
- Tables used for formatting purposes

Whether or not you have students with disabilities in your class is irrelevant; all materials must be made accessible. This is Federal Law and a Title 5 requirement. Accreditors also check for accessibility.

Everything you need to know is in the [Web Accessibility course](#) in Canvas. The [Web Accessibility site](#) on the LPC Online Learning site is also helpful.

Web Accessibility – Canvas

Styles

- Use heading styles, numbered and bullet lists in Rich Content Editor
- Tables need column and/or row headers. Need captions for complex tables.

Alt text for images

- Can be a phrase or even 2-3 sentences
- Don't copy text that students are reading and paste it in as alt text
- Don't begin your alt text with "Image of ...". Screen reader will already say that
- Don't use the filename of the image because it includes file extensions (.jpg, .gif, .png)
- If your image contains text, make sure to include those same words as alt text
- Can use the Decorative Image box

Explanatory links

- Don't use [click here](#)
- Don't use web addresses as links (e.g. <http://bit.ly/1YixxIB>)
- Don't underline text if it's not a link

Rich Content Editor accessibility checker and Decorative Image box

Web Accessibility – Word, PPT

- Same concepts as in Canvas Rich Content Editor
- Use tabs, not spaces, to move words
- Use PowerPoint templates, give each slide a unique title, test in Outline View
- Clean up reading order in PPT: Home tab, click Select in the Editing group, and choose Selection Pane
- Convert to accessible PDFs, then upload
- Include a link to the free Acrobat Reader in your course
- The easiest way to ensure accessibility is to type or paste directly into Canvas' Rich Content Editor and NOT use Word or PowerPoint at all

[Converting a Word document to an accessible PDF](#)

[Converting a PowerPoint presentation to an accessible PDF](#)

Web Accessibility – Captioning

- ALL videos must have accurate captions
- Use the 3C Media Solutions app in Canvas for instructor-created videos
- For videos created by others, YouTube's automatic captioner is NOT good enough. Options:
 - Search for close captioned videos in YouTube by entering keywords in the search bar, clicking the Filter button, then clicking Subtitles/CC.
 - Use the YouTube Community Captions tool
 - Use Amara

Web Accessibility – Misc.

- All apps and external web sites have to be accessible.
- Use the WAVE tool to check accessibility
- Be careful using publisher content
- If copy and paste from documents, use the Clear Formatting tool in RCE
- Don't set multimedia to auto-play
- Don't use flashing content
- Spreadsheets need labels for rows & columns, detailed labels for charts
- ConferZoom: Can request a captioner 5 days ahead of time if you have a deaf student
- Use the CCC's [Accessibility Center Help Desk](#)