Accessible PDF Demo Document

This document has been created to demo tagging lists, artifacts, tables, links, and images, and is not meant to address all the requirements needed for a PDF to be compliant with WCAG 2.1 or ISO 14289-1 (PDF/UA-1). Please independently review or seek independent counsel to review and identify the relevant requirements of accessibility standards that may apply in your use case.

Lists

When creating lists, the list style in Word should be used. Below is a sample simple list.

Simple List

List of Canadian Provinces by Population (2014)

1. Ontario
2. Quebec
3. British Columbia
4. Alberta
5. Manitoba
6. Saskatchewan
7. Nova Scotia
8. New Brunswick
9. Newfoundland and Labrador Prince

Complex List

For our purposes a complex list is one with sub-bullets or items. This example also includes multiple paragraphs within a single bullet. The tag tree will be much deeper for this type of list. This would be true whether it is a numbered list or a bulleted list. For example:

Some Adobe Creative Cloud Desktop Apps with Descriptions

- Adobe Acrobat is a software family dedicated to Adobe's Portable Document Format (PDF). There are two releases of Adobe Acrobat that support the creation of PDF files:
    - Acrobat Pro DC Classic release
    - Acrobat Pro DC Continuous

  Adobe Reader is an application that allows the reading of PDF files.
- Adobe After Effects is a digital motion graphics and compositing software published by Adobe Systems. It is often used in film and video post-production.
- Adobe Animate is a vector animation software used to design interactive animations with drawing tools to publish them on multiple platforms like Adobe Flash, Adobe AIR, HTML5 canvas, WebGL.

  It is the successor to Adobe Flash Professional and also includes features of Adobe Edge, which is discontinued.
    - Adobe Flash Builder, formerly Adobe Flex Builder, is an integrated development environment (IDE) built on the Eclipse platform meant for developing rich Internet applications (RIAs) and cross-platform desktop applications for the Adobe Flash platform.
    - Adobe Scout, a profiling tool for Flash SWF files.
- Adobe Bridge is an organizational program.

Its primary purpose is to link the parts of the Creative Suite together using a format similar to the file browser found in previous versions of Adobe Photoshop.

- Adobe Photoshop is a raster-graphics editor (with significant vector graphics functionality).
  - Adobe Photoshop Lightroom is a photo processor and image organizer.
- Adobe Premiere Pro is a real-time, timeline-based video editing software application. Its related applications are:
  - Adobe Media Encoder, a tool to output video files.
  - Adobe Prelude, a tool for importing (ingesting), reviewing, and logging tapeless media.
  - Adobe SpeedGrade, a tool for performing color corrections and developing looks for Premiere projects.

Artifacts

According to the PDF/UA ISO standard, content that does not represent meaningful content, or appears as a background, shall be tagged as an artifact. Examples of such content include decorative images or line spaces.

Additionally, because they are not considered real content, artifacts are not present in the structure tree (or in Adobe Acrobat's Tag Tree).

One common error in a Word document is to use blank lines to create space between paragraphs instead of using paragraph spacing. This may create the desired visual effect but, unless the blank line is tagged as an artifact, it may be read by the screen reader as "blank line".

Another element that the author may decide to tag as an artifact is an image that has a caption. Particularly if the caption contains all the relevant information about the image in context in the document. Adding alt text to this image would create redundant information for the screen reader and not tagging it as an artifact may confuse the user as the screen reader will indicate "image" but with not associated alt text.

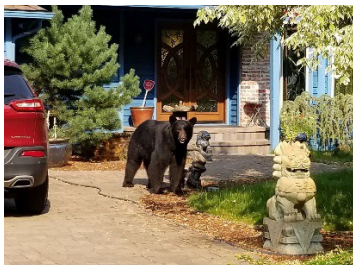*Figure 1: My dog with his goofy grin*

Figure 2: A new neighbor comes to visit

Tables

It is possible when authoring tables in Word to indicate the column and row headers for simple tables. Depending upon the method of conversion the correct <TH> tag (table header) may be generated. However there is likely manual clean up to do for table accessibility, particularly for more complex tables.

Simple Table

Vehicles Sold by Model and Color

Color	SUVs	Sedans	Trucks
Ruby Red	4	4	5
Midnight Black	7	5	5
Triple Yellow	3	5	7

Complex Table

Sales Results for 2015

Salesperson	1st Quarter 2015			2nd Quarter 2015			3rd Quarter 2015			4th Quarter 2015			Annual Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Susan	135	250	235	200	250	235	245	175	225	250	175	125	2500
Bill	175	275	250	225	235	210	200	150	200	275	250	175	2620
Jeff	100	150	175	200	225	250	200	175	200	250	200	150	2275

Images
Photos of Sunsets
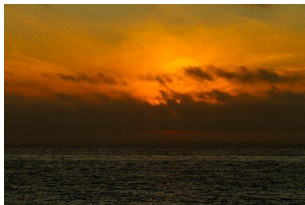
Links

There are three ways in which links are indicated within a document. Using the full URL, using an abbreviated URL, and embedding the link the text of the document (preferred).
Each approach presents unique challenges in making a PDF accessible to the screen reader user. Embedding the link in the text of the document is the best approach as it provides the most readable and understandable form of the link. The following sentences demonstrate three ways to add a hyperlink to a document:

Embedded Hyperlink

Check out our Adobe accessibility website for more information about accessibility at Adobe.
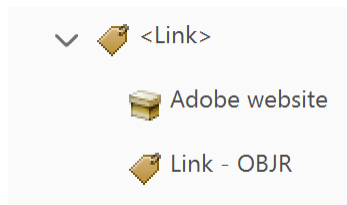
Shortened URL

For more information on accessibility at Adobe click on the link, .

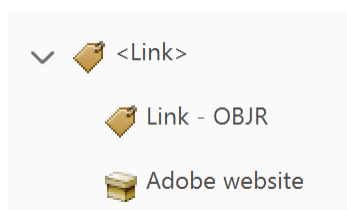## Full URL

Go to http://www.adobe.com/accessibility for more information Adobe accessibility.

A correctly tagged link has the <Link> tag, text associated with the link, and a Link – OBJR tag (the order of the last two is irrelevant.

Figure 1: Link tagged in the order of <Link> tag, link text, and Link - OBJR tag

Figure 2:: Link tagged in the order of <Link> tag, Link - OBJR tag, and link text