



Section 508 Checklist for §1194.22 Web-based Intranet and Internet Information and Applications

For more information on the Standard refer to the United States Access Board description at the following URL:
<http://www.access-board.gov/sec508/guide/1194.22.htm>.

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| (a) | A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content). | |
| a.1 | Is alt text provided for every image? | |
| a.2 | Can screen readers speak all alt text? | |
| a.3 | Is alt text provided for every hotspot on a client-side image map? | |
| a.4 | Is alt text meaningful? | |
| a.5 | Is alt text provided for every animated image? | |
| a.6 | Is alt text provided for every applet? | |
| a.7 | Is alt text provided for programmatic objects? | |

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| a.8 | Are empty alt attributes ("") provided for images used for list bullets, decorative purposes, and as spacers? | |
| a.9 | Is alt text provided for background images that convey meaning? | |
| a.10 | Is alt text provided for interactive content? | |
| a.11 | Is alt text provided for animated content? | |
| a.12 | Is alt text provided for every image-type button in forms? | |
| a.13 | When scanned information is an image is equivalent text provided? | |
| a.14 | Is a non animated alternative text based method provided to access and complete an animated process? | |
| a.15 | Can keyboard and voice input users access all text equivalent alternatives for non-text elements? | |
| a.16 | Is all alt text or any equivalent exposed by the keyboard or voice input? | |
| a.17 | If textual links are not possible, is the screen name of the non-text element at the beginning of alt text, long description, title attribute, etc.? | |
| a.18 | Do expando links have meaningful alt text that appears when the expando is collapsed and when the expando is expanded? | |
| a.19 | Do audio files have transcripts? | |
| a.20 | Do video files have captions? | |

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| (b) | Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation. | |
| b.1 | Does the multimedia presentation have captions? | |
| b.2 | Are captions large enough to be read? | |
| b.3 | Are captions presented on a solid background with high contrast so that they can be distinguished from the pictorial content? | |
| b.4 | Are the captions synchronized with the audio in the presentation? | |
| b.5 | Does the multimedia presentation have video description? | |
| b.6 | Is the video description synchronized with the video of the presentation? | |
| (c) | Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup. | |
| c.1 | If color is used to convey information, is the information presented by another method? | |
| c.2 | Are meaningful text equivalents readily apparent for any color coded screen element? | |

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| (d) | Documents shall be organized so they are readable without requiring an associated style sheet. | |
| d.1 | Can the page be understood without style sheets? | |
| d.2 | Do screen readers speak the page properly if style sheets are turned off? (Note this is a function of §1194.31 Functional Performance Criteria)* | |
| d.3 | Can screen readers speak all controls properly when style sheets are turned off? (Note this is a function of §1194.31 Functional Performance Criteria)* | |
| d.4 | Can user controlled accessibility options be used in the application? | |
| (e) | Redundant text links shall be provided for each active region of a server-side image map. | |
| e.1 | Are redundant text links provided for each region of a server-side image map? | |
| (f) | Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape. | |
| f.1 | Are client-side image maps used instead of server-side except where a geometric shape is not available for a client-side image map? | |
| f.2 | Are there meaningful text alternatives for links that are images of text? | |
| f.3 | Can keyboard users access text alternatives with the keyboard? | |
| f.4 | Are client-side image map links selectable by keyboard/voice? | |

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| (g) | Row and column headers shall be identified for data tables. | |
| g.1 | Are row and column headers identified in data tables with a <TH> tag? | |
| g.2 | Is the <td> tag used for table data cells? | |
| g.3 | Can assistive technology associate row and column headers with data elements when navigated to within a table? | |
| g.4 | Are header elements and associated data included in the same table? | |
| g.5 | Do all coded header and data cells have content? | |
| g.6 | Is the scope attribute used to delineate rows and columns? | |
| g.7 | Are colspan and rowspan used for data and header cells that span multiple columns or rows? | |
| g.8 | Do cells have only one set of data? | |
| (h) | Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers. | |
| h.1 | In complex tables, do colspan or rowspan attributes use either the scope attribute or id attributes to associate data with header cells? | |
| h.2 | In complex tables, are data cells and header cells associated by using id attributes? | |

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| (i) | Frames shall be titled with text that facilitates frame identification and navigation. | |
| i.1 | Do all frames have meaningful descriptive titles? | |
| i.2 | Are frame names available to assistive technology? (Note this is a function of §1194.31 Functional Performance Criteria)* | |
| i.3 | Is navigation to frames with a keyboard equivalent to navigating with a mouse? | |
| i.4 | Can voice recognition navigate to frames the same as mouse/keyboard navigation? (Note this is a function of §1194.31 Functional Performance Criteria)* | |
| i.5 | Does the website ensure that hidden frames or other elements used for storage or work areas are not spoken or exposed to assistive technologies? (Note this is a function of §1194.31 Functional Performance Criteria)* | |
| (j) | Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz. | |
| j.1 | Does the page avoid using blinking text and/or images with a frequency greater than 2 Hz and lower than 55 Hz and/or images? | |

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| (k) | A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes. | |
| k.1 | Is there an equivalent text alternative page for this page if compliance cannot be accomplished in any other way? | |
| k.2 | Is the equivalent page updated whenever the original page is updated? | |
| k.3 | Are the meaningful contents of the equivalent page the same as the original page and does it provide the same functionality? | |
| (l) | When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by assistive technology. | |
| l.1 | Are accessible alternatives provided for scripts and applets that are inaccessible with assistive technologies? | |
| l.2 | Are all contents and interface elements keyboard or voice accessible? | |
| l.3 | Do all content and interface elements have a well-defined visual focus? | |
| l.4 | Is sufficient information about a user interface element including the identification, operation and state of the element available to assistive technology? | |
| l.5 | Is there a logical tab order? | |
| l.6 | Is keyboard focus clearly indicated? | |
| l.7 | Is keyboard focus programmatically exposed? | |

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| (m) | When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with §1194.21(a) through (l). | |
| m.1 | If a page uses plug-ins, applets, etc. is a link to that plug-in or applet provided? | |
| m.2 | Are plug-ins, including but not limited to Flash, e-Learning players, or multimedia programs compliant with 1194.21 software requirements? | |
| m.3 | If a web page uses a plug-in can it be loaded on VA computers? | |
| (n) | When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues. | |
| n.1 | Can the form be used with assistive technologies? | |
| n.2 | Is instructive text at the beginning of the form? | |
| n.3 | Are all form controls explicitly associated with labels, are the labels properly positioned and are they meaningful? | |
| n.4 | Can you navigate and follow forms with the keyboard? | |
| n.5 | Can screen readers speak all controls, labels, directions, and cues in a logical order? | |

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| n.6 | Does the keyboard get focus on all controls, labels, directions, and cues in a logical order? | |
| n.7 | Does all error information receive focus and is navigation to errors available to the keyboard with a minimum number of keystrokes? | |
| n.8 | Is error message text associated with each error element so that all error messages are understandable in order to correct the error? | |
| n.9 | Is navigation precise to each identified error and without the necessity to navigate the entire form? | |
| n.10 | Do audio cues have accessible alternatives? | |
| n.11 | Are there accessible alternatives to security measures such as CAPTCHAs? | |
| n.12 | Are elements grouped logically with the proper structure e.g. a meaningful fieldset and legend in HTML or proper coding in Flash? | |
| n.13 | Do online PDF forms speak in a logical reading order (that is, fields must speak as fields in the order they appear on the form)? | |
| n.14 | Do PDF documents and forms retain the same clarity with screen magnification software, as they do when not magnified? | |
| n.15 | Do PDF fillable forms comply with 1194.21.a-l? | |
| n.16 | Do PDF forms track with Braille displays? | |
| (o) | A method shall be provided that permits users to skip repetitive navigation links. | |
| o.1 | Is there a way to skip over a group of repetitive links? | |
| o.2 | Are links visible or made visible when tabbed? | |
| o.3 | Does focus go to the first content past the repetitive links after the skip link is invoked? | |

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| (p) | When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required. | |
| p.1 | When a timed response is activated is the user alerted and offered the ability to indicate that more time is needed? | |
| p.2 | If there is a “time-out” feature, are users clearly advised up-front in the application that it exists? | |
| p.3 | Does the time-out message pop-up, speak, and get focus? | |
| p.4 | If users time-out, do they have the capability to return easily to the last addressed page? | |
| p.5 | Does the page avoid automatic redirects, automatic refreshing, etc? If not is there a warning that alerts the user? | |

***§1194.31 Functional Performance Criteria**

- (a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for assistive technology used by people who are blind or visually impaired shall be provided.
- (b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for assistive technology used by people who are visually impaired shall be provided.
- (c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for assistive technology used by people who are deaf or hard of hearing shall be provided.
- (d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.
- (e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for assistive technology used by people with disabilities shall be provided.
- (f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.

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