Word 2003 All Elements Document

CSUN 2011 Test Document from Word 2003

This document contains all elements that are being tested for as included in the other test files. All elements are styled correctly and marked up to the best they can be for this application.

Images

All non-text elements must have alternate text associated with them

Headers

Heading must be used in hierarchical order. A comparison to this would be the way an outline is developed.

Title

This document will use it from the style menu as well as placing it in the document properties

Lists

Unordered Lists

- Use Lists to emphasize information, group information, or represent information in a certain order.
- Do not use the TAB key for creating indented lists.

Ordered Lists

1. Select Format from the Main menu (ALT + O)
2. Select Bullets and Numbering (ALT + N)

Tables

Tables should be used for data display only and not for layout. All tables should use TH for the headers. Merged cells should be represented by colspan and rowspan elements

Simple Table

DAY	DATE	OPPONENT	TIME (ET)	RADIO	TV/RECAP
Sun.	3	REDSKINS	4:15 PM	94 WYSP (94.1 FM)	FOX*
Sun.	10	@ 49ers	8:20 PM	94 WYSP (94.1 FM)	NBC*

Complex Table

Name	Last year		This year	
	Entered	Finished	Entered	Finished
Sam	5	1	4	2
Bob	6	3	4	1

Forms

Interactive form elements need to include all information in the property boxes so assistive technology can read them.

Textbox Examples

Name

Email

Checkbox Examples

Dog ☐

Cat ☐

Fish ☐

Combo Box

none of these