**Software Accessibility Evaluation Workflow**

1. Gather Pre-Purchase and Accessibility Information
2. Vendor Product Accessibility Template (VPAT – industry standard 508 guidelines)
3. Vendor/Publisher Accessibility Roadmap (VPAR – higher ed shared template)
4. WCAG 2.0 AA Checklist (format like the VPAT for vendors to complete)
5. Review Accessibility Documentation
6. Test Product/Service, Documenting Results
7. BC ITS A11y testing checklist/results (internally developed testing documentation)
8. If exceptions to Accessibility Requirements, complete an Equally Effective Alternative accommodation plan (EEAP) template
9. Place Order

**Quality Standard Criteria for 508 Compliance:**

* Web-based software: WCAG 2.0 AA guidelines
* Section 508 Guidelines for all other software/hardware/system types

**Recap of Templates/Forms to Use at BC**

1. Vendor Product Accessibility Template (VPAT – industry standard 508 guidelines)
2. Vendor/Publisher Accessibility Roadmap (VPAR – higher ed shared template)
3. WCAG 2.0 AA Checklist (format like the VPAT for vendors to complete)
4. BC ITS A11y testing checklist/results (internally developed testing documentation)
5. Equally Effective Access Plan (EEAP - higher ed shared template)