

**Design and build  
accessible PDF tables**

**Sample tables**

**Table 1**

Column header (TH)	Column header (TH)	Column header (TH)
Row header (TH)	Data cell (TD)	Data cell (TD)
Row header(TH)	Data cell (TD)	Data cell (TD)

**Table 2: example of footnotes referenced from within a table**

Expenditure by function £ million		2009/10	2010/111
Policy functions	Financial	22.5	30.57
	Information 2	10.2	14.8
	Contingency	2.6	1.2
Remunerated functions	Agency services3	44.7	35.91
	Payments	22.41	19.88
	Banking	22.90	44.23
	Other	12.69	10.32

(1) Provisional total as of publication date.

(2) Costs associated with on-going information programmes.

(3) From the management accounts, net of recoveries, including interest charges.

**Table 3: "film credits" style layout**

<b>Main character</b>	Daniel Radcliffe
<b>Sidekick 1</b>	Rupert Grint
<b>Sidekick 2</b>	Emma Watson
<b>Lovable ogre</b>	Robbie Coltrane
<b>Professor</b>	Maggie Smith
<b>Headmaster</b>	Richard Harris

**Table 4: table 3 with column headers added**

<b>Role</b>	<b>Actor</b>
<b>Main character</b>	Daniel Radcliffe
<b>Sidekick 1</b>	Rupert Grint
<b>Sidekick 2</b>	Emma Watson
<b>Lovable ogre</b>	Robbie Coltrane
<b>Professor</b>	Maggie Smith
<b>Headmaster</b>	Richard Harris

**Table 5: year-end financial statement (£, thousands)**

	2010	2009	2008
<b>Non-current assets</b>			
<b>Property</b>	345	445	222
<b>Investment</b>	567	654	423
<b>Intangibles</b>	423	123	453
<b>Current assets</b>			
<b>Trade and other receivables</b>	435	634	231
<b>Cash and cash equivalents</b>	524	123	482
<b>Other</b>	223	211	254

**Table 6: a table with a more serious headings problem**

Rainfall (inches)	Americas	Asia	Europe	Africa
<b>2010</b>				
<b>Average</b>	104	201	193	144
<b>24 hour high</b>	15	26	27	18
<b>12 hour high</b>	9	10	11	12
<b>2009</b>				
<b>Average</b>	133	244	155	166
<b>24 hour high</b>	27	28	29	20
<b>12 hour high</b>	11	12	13	16

**Table 7: year-end statement, non-current assets (£, thousands)**

Non-current assets	2010	2009	2008
<b>Property</b>	345	445	222
<b>Investment</b>	567	654	423
<b>Intangibles</b>	423	123	453

**Table 8: year-end statement, current assets (£, thousands)**

<b>Current assets</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>
<b>Trade and other receivables</b>	435	634	231
<b>Cash and cash equivalents</b>	524	123	482
<b>Other</b>	223	211	254

**Table 9: rainfall by continent, 2009**

<b>Rainfall (inches)</b>	<b>Americas</b>	<b>Asia</b>	<b>Europe</b>	<b>Africa</b>
<b>Average</b>	133	244	155	166
<b>24 hour high</b>	27	28	29	20
<b>12 hour high</b>	11	12	13	16

**Table 10: self-contained year-end statement (£, thousands) (multiple layout problems)**

	2011		2010 restated	
<b>General income</b>		250,000		200,000
<b>Increase in value, WIP</b>		15,000		30,000
		<b>265,000</b>		<b>230,000</b>
<b>Administrative costs</b>				
<b>Staff costs</b>	(200,000)		(150,000)	
<b>Early departures</b>	(10,000)		(20,000)	
<b>Other</b>	(25,000)		(10,000)	
<b>Depreciation</b>	(10,000)		(10,000)	
<b>Programme costs</b>				
<b>Impairment loss</b>	(10,000)		(5,000)	
<b>Other</b>	(5,000)		(5,000)	
	<b>(260,000)</b>		<b>(200,000)</b>	
<b>Surplus</b>		<b>5,000</b>		<b>30,000</b>

**Table 11: self-contained year-end statement (£, thousands) (multiple problems resolved)**

		<b>2011</b>	<b>2010 restated</b>
<b>Income</b>	<b>General income</b>	250,000	200,000
	<b>Increase in value</b>	15,000	30,000
	<b>Total income</b>	<b>265,000</b>	<b>230,000</b>
<b>Administrative costs</b>	<b>Staff costs</b>	(200,000)	(150,000)
	<b>Early departures</b>	(10,000)	(20,000)
	<b>Other operating costs</b>	(25,000)	(10,000)
	<b>Depreciation</b>	(10,000)	(10,000)
<b>Programme costs</b>	<b>Impairment loss</b>	(10,000)	(5,000)
	<b>Other</b>	(5,000)	(5,000)
	<b>Total costs</b>	<b>(260,000)</b>	<b>(200,000)</b>
<b>Surplus</b>		<b>5,000</b>	<b>30,000</b>

**Table 12: merged data cells are not recommended**

	2008		2009	
Name	Yes	No	Yes	No
Bob	2	5	6	7
Sue	3	8	4	7
Sam	[data relating to both columns in a single cell spanning both]		[data relating to both columns in a single cell spanning both]	

**Table 13: use of graphic symbols**

Question	Respondent A	Respondent B	Respondent C
Are you a UK citizen?	{	}	}
Are you currently employed?	}	{	}
Do you have a driving licence?	{	{	}

**Table 14: symbols replaced by real text**

Question	Respondent A	Respondent B	Respondent C
Are you a UK citizen?	No	Yes	No
Are you currently employed?	Yes	No	Yes
Do you have a driving licence?	No	No	Yes

**Table 15: courses offered by Institution X. A = Bachelor of Science, B = Bachelor of Arts, C = Masters, D = Doctorate, E = Diploma**

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Economics</b>	A, B	A, C	A, B	A, C
<b>International relations</b>	A, E	A, E	A, B	A, E
<b>Philosophy</b>	A	A	A	A, D
<b>Politics</b>	A, D	A, D	A, D	A
<b>Mathematics</b>	B, C	B	A, E	A, B
<b>English</b>	A, C	A, B	A,B	C

**Table 16: Masters courses offered by Institution X**

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Economics</b>	No	Yes	Yes	Yes
<b>International relations</b>	No	No	No	No
<b>Philosophy</b>	No	No	No	No
<b>Politics</b>	No	No	No	No
<b>Mathematics</b>	Yes	No	No	No
<b>English</b>	Yes	Yes	Yes	Yes

**Table 17: accounts, 2011 (£, thousands)**

<b>Accounting item</b>		<b>2011</b>
<b>Income</b>	<b>General income</b>	200,000
	<b>Increase in value, WIP</b>	30,000
	<b>Income subtotal</b>	<b>230,000</b>
<b>Administrative costs</b>	<b>Staff</b>	150,000
	<b>Early departures</b>	20,000
	<b>Other operating costs</b>	10,000
	<b>Depreciation</b>	10,000
<b>Programme costs</b>	<b>Impairment loss</b>	10,000
	<b>Costs subtotal</b>	<b>200,000</b>
<b>Balance</b>		<b>30,000</b>

**Table 18: accounts, 2011 (£, thousands)**

<b>Accounting item</b>		<b>2011</b>
<b>Income</b>	<b>General income</b>	200,000
	<b>Increase in value, WIP</b>	30,000
	<b>Income subtotal</b>	<b>230,000</b>
<b>Administrative costs</b>	<b>Staff</b>	(150,000)
	<b>Early departures</b>	(20,000)
	<b>Other operating costs</b>	(10,000)
	<b>Depreciation</b>	(10,000)
<b>Programme costs</b>	<b>Impairment loss</b>	(10,000)
	<b>Costs subtotal</b>	<b>(200,000)</b>
<b>Balance</b>		<b>30,000</b>

**Table 19: Human Development Index (HDI) trends, 1980 to 2010. Source: Barro-Lee March, 2010**

<b>Country</b>	<b>1980</b>	<b>1990</b>	<b>2000</b>	<b>2010</b>
<b>Afghanistan</b>	0.78	1.48	2.16	3.33
<b>Albania</b>	8.89	9.67	9.89	10.38
<b>Algeria</b>	4.74	3.33	5.50	7.24
<b>Andorra</b>	4.98	5.63	9.09	10.35
<b>Angola</b>	-	-	4.42	4.42

**Table 20: footnotes referenced from within a table**

<b>Expenditure by function £million</b>		<b>2009/10</b>	<b>2010/11</b>
<b>Policy functions</b>	<b>Financial</b>	22.5	30.57
	<b>Information<sup>2</sup></b>	10.2	14.8
	<b>Contingency</b>	2.6	1.2
<b>Remunerated functions</b>	<b>Agency services<sup>3</sup></b>	44.7	35.91
	<b>Payments</b>	22.41	19.88
	<b>Banking</b>	22.90	44.23
	<b>Other</b>	12.69	10.32

(1) Provisional total as of publication date.

(2) Costs associated with on-going information programmes.

(3) From the management accounts, net of recoveries and including interest charges

**Table 21: footnotes replaced by additional table summary text**

Expenditure by function £million		2009/10	2010/11
Policy functions	Financial	22.5	30.57
	Information	10.2	14.8
	Contingency	2.6	1.2
Remunerated functions	Agency services	44.7	35.91
	Payments	22.41	19.88
	Banking	22.90	44.23
	Other	12.69	10.32

**Table 22: referencing multiple endnotes from within a table**

<b>Expenditure £m</b>	<b>Notes</b> (Notes located on page [n])	<b>2010</b>	<b>2011</b>
<b>Information</b>	1	10.2	14.8
<b>Contingency</b>		2.6	1.2
<b>Payments</b>	3	22.41	19.88
<b>Banking services</b>	4	22.90	44.23
<b>Interest</b>		0.23	0.10
<b>Dividends</b>	23	2.5	3.68
<b>Other</b>	9	12.69	10.32

**Table 23:** simulated table created using tabs and containing no structure

	2008		2009	
Name	Entered	Completed	Entered	Completed
<b>Bob</b>	22	21	20	19
<b>Sue</b>	44	12	12	10

**Table 24:** year-end financial statement (£, thousands)

	2010	2009	2008
<b>Non-current assets</b>			
<b>Buildings</b>	345	445	222
<b>Investment</b>	567	654	423
<b>Intangibles</b>	423	123	453
<b>Current assets</b>			
<b>Trade</b>	435	634	231
<b>Cash</b>	524	123	482
<b>Other</b>	223	211	254
<b>Current liabilities</b>			
<b>Trade liabilities</b>	154	125	421
<b>Financial debt</b>	231	474	572
<b>Provisions</b>	111	312	347

**Table 25: setting column and row scope via the tags panel**

	2008		2009	
Name	Entered	Won	Entered	Won
Bob	22	21	20	19
Sue	44	12	12	10
Sam	16	4	45	30

**Table 26: courses offered by Institution X. A = Bachelor of Science, B = Bachelor of Arts, C = Masters, D = Doctorate, E = Diploma**

	2006	2007	2008	2009
Economics	A, B	A, C	A, C	A, C
International relations	A, E	A, E	A, B	A, B
Philosophy	A	A	A	A
Politics	A, D	A, D	A, B	A
Mathematics	B, C	B	A, B	A, B
English	A, C	A, B	A, B	A, C

**Table 27: “table” with columns simulated by using tab stops**

Name	Apples	Pears
<b>Bob Scott</b>	20	25
<b>Susan. P. Arnold-Jones, BA, FRSA, MD</b>	24	15
<b>Sam Holder-Dickinson</b>	14	10

**Table 28: year-end financial table (£, thousands) – headings problem revisited**

	<b>2010</b>	<b>2009</b>	<b>2008</b>
<b>Non-current assets</b>			
<b>Buildings</b>	345	445	222
<b>Investment</b>	567	654	423
<b>Intangibles</b>	423	123	453
<b>Current assets</b>			
<b>Trade</b>	435	634	231
<b>Cash</b>	524	123	482
<b>Other</b>	223	211	254
<b>Current liabilities</b>			
<b>Trade liabilities</b>	154	125	421
<b>Financial debt</b>	231	474	572
<b>Provisions</b>	111	312	347

**Table 29: multiple headers attributes for each data cell**

	South America	Asia	Africa	Australia
<b>2010</b>				
<b>Highest average</b>	523.6	467.4	405.0	340.5
<b>Highest in 24 hours</b>	73.1	54.1	27.2	66.3
<b>Highest in 12 hours</b>	42.4	30.1	15.9	40.3
<b>2009</b>				
<b>Highest average</b>	487.7	453.6	398.7	356
<b>Highest in 24 hours</b>	67.2	53.2	44.3	53.8
<b>Highest in 12 hours</b>	34.7	34.1	29.8	31.0
<b>2008</b>				
<b>Highest average</b>	496.7	444.3	502.1	399.6
<b>Highest in 24 hours</b>	44.2	56.7	32.1	63.2
<b>Highest in 12 hours</b>	30.1	32.7	21.9	40.2