

**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** **2010/11**<sup>1</sup>

**Financial** 22.5 30.57

**Policy functions** **Information 2** 10.2 14.8

**Contingency** 2.6 1.2

**Agency services**<sup>3</sup> 44.7 35.91

**Payments** 22.41 19.88

**Remunerated functions**

**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**

**Main character** Daniel Radcliffe

**Sidekick 1** Rupert Grint

**Sidekick 2** Emma Watson

**Lovable ogre** Robbie Coltrane

**Professor** Maggie Smith

**Headmaster** Richard Harris

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

<b>Role</b>	<b>Actor</b>
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<b>Main character</b>	Daniel Radcliffe
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<b>Sidekick 1</b>	Rupert Grint
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<b>Sidekick 2</b>	Emma Watson
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<b>Lovable ogre</b>	Robbie Coltrane
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<b>Professor</b>	Maggie Smith
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<b>Headmaster</b>	Richard Harris
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**Table 5: year-end financial statement (£, thousands)**

	<b>2010</b>	<b>2009</b>	<b>2008</b>
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<b>Non-current assets</b>			
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Property	345	445	222
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Investment	567	654	423
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Intangibles	423	123	453
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Current assets			
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Trade and other receivables	435	634	231
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Cash and cash equivalents	524	123	482
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Other	223	211	254
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**Table 6: a table with a more serious headings problem**

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

Rainfall (inches)	Americas	Asia	Europe	Africa
Average	133	244	155	166
24 hour high	27	28	29	20
12 hour high	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>

**Administrative costs**

<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)

**Programme costs**

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

		<b>2011</b>	<b>2010 restated</b>
	<b>General income</b>	250,000	200,000
<b>Income</b>	<b>Increase in value</b>	15,000	30,000
	<b>TotalTotalTotalincome</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>Impairment loss</b>	(10,000)	(5,000)
<b>Programme costs</b>	<b>Other</b>	(5,000)	(5,000)
	<b>Total costs</b>	<b>Total costs</b>	<b>Total costs</b>
	<b>costs</b>	<b>costs</b>	<b>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**

<b>2008</b>		<b>2009</b>	
<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>
			<b>No</b>
<b>Bob</b>	2	5	6
			7
<b>Sue</b>	3	8	4
			7
<b>Sam</b>	[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**

<b>Question</b>	<b>Respondent A</b>	<b>Respondent B</b>	<b>Respondent C</b>
<b>Are you a UK citizen?</b>	}	}	}

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**

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

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

**2006 2007 2008 2009**

<b>Economics</b>	No	Yes	Yes	Yes
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<b>International relations</b>	No	No	No	No
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<b>Philosophy</b>	No	No	No	No
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<b>Politics</b>	No	No	No	No
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<b>Mathematics</b>	Yes	No	No	No
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<b>English</b>	Yes	Yes	Yes	Yes
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**Table 17: accounts, 2011 (£, thousands)**

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



<b>Balance</b>	<b>30,000</b>
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**Table 18: accounts, 2011 (£, thousands)**

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

**Algeria**      4.74 3.33 5.50 7.24

**Andorra**    4.98 5.63 9.09 10.35

**Angola**      -      -      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>Financial</b>	22.5	30.57
<b>Policy functions</b>	<b>Information<sup>2</sup></b>	10.2	14.8
	<b>Contingency</b>	2.6	1.2
	<b>Agency services<sup>3</sup></b>	44.7	35.91
	<b>Payments</b>	22.41	19.88
<b>Remunerated functions</b>			
	<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**

<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</b>	10.2	14.8
	<b>Contingency</b>	2.6	1.2
	<b>Agency services</b>	44.7	35.91
	<b>Payments</b>	22.41	19.88
<b>Remunerated functions</b>			
	<b>Banking</b>	22.90	44.23
	<b>Other</b>	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**

<b>2008</b>	<b>2009</b>
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**Name Entered Completed Entered Completed**

**Bob** 22 21 20 19

**Sue** 44 12 12 10

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

**2010 2009 2008**

**Non-current assets**

**Buildings** 345 445 222

**Investment** 567 654 423

**Intangibles** 423 123 453

**Current assets**

**Trade** 435 634 231

**Cash** 524 123 482

**Other** 223 211 254

**Current liabilities**

**Trade liabilities** 154 125 421

**Financial debt** 231 474 572

**Provisions** 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
Bob Scott	20	25
Susan. P. Arnold-Jones, BA, FRSA, MD	24	15

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

	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 29: multiple headers attributes for each data cell**

**South America Asia Africa Australia**

## 2010

**Highest average** 523.6 467.4 405.0 340.5

**Highest in 24 hours** 73.1 54.1 27.2 66.3

**Highest in 12 hours** 42.4 30.1 15.9 40.3

## 2009

**Highest average** 487.7 453.6 398.7 356

**Highest in 24 hours** 67.2 53.2 44.3 53.8

**Highest in 12 hours** 34.7 34.1 29.8 31.0

## 2008

**Highest average** 496.7 444.3 502.1 399.6

**Highest in 24 hours** 44.2 56.7 32.1 63.2

**Highest in 12 hours** 30.1 32.7 21.9 40.2