

# K2Share Accessibility Conformance Report

VPAT® Version 2.0 – October 2017

**Name of Product/Version:** The OSHA 10-Hour General Industry Course

**Product Description:** Web-based Training Course

**Date:** January 18, 2018

**Contact information:** Larry.Teverbaugh@K2Share.com

## Notes:

**Evaluation Methods Used:** Reviewed with JAWS 18.0.4104, performed manual keyboard testing, inspected elements with object inspector, and performed a manual contrast check with the tool provided on webaim.org.

## Applicable Standards/Guidelines: WCAG 2.0, Section 508

This report covers the degree of conformance for the following accessibility standard/guidelines:

| Standard/Guideline   | Included In Report                                 |
|--|--|
| Web Content Accessibility Guidelines 2.0, at <a href="http://www.w3.org/TR/2008/REC-WCAG20-20081211/">http://www.w3.org/TR/2008/REC-WCAG20-20081211/</a> | Level A (Yes)<br>Level AA (Yes)<br>Level AAA (No ) |
| Section 508 as published in 2017, at <a href="http://www.Section508.gov">http://www.Section508.gov</a>   | (Yes)  |

## Terms

The terms used in the Conformance Level information are defined as follows:

- **Supports:** The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Supports with Exceptions:** Some functionality of the product does not meet the criterion.
- **Does Not Support:** The majority of product functionality does not meet the criterion.
- **Not Applicable:** The criterion is not relevant to the product.
- **Not Evaluated:** The product has not been evaluated against the criterion. This can be used only in WCAG 2.0 Level AAA.

## WCAG 2.0 Report

Tables 1 and 2 also document conformance with:

- EN 301 549: Chapter 9 - Web, Chapter 10 - Non-Web documents, Section 11.2.1 - Non-Web Software (excluding closed functionality), and Section 11.2.2 - Non-Web Software (closed functionality).
- Revised Section 508: Chapter 5 – 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 – 602.3 Electronic Support Documentation.

Note: When reporting on conformance with the WCAG 2.0 Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the [WCAG 2.0 Conformance Requirements](#).

# Table 1: Success Criteria, Level A

Notes:

| Criteria   | Conformance Level     | Remarks and Explanations   |
|--|-----------------------|--|
| <p><b>1.1.1 Non-text Content (Level A)</b></p> <p>Also applies to:<br/>           EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.1 (Web)</li> <li>• 10.2.1 (non-web document)</li> <li>• 11.2.1.1 (Software)</li> <li>• 11.2.2.1 (Closed Functionality Software)</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>                       | <p>Supports</p>       | <p>All non-text content has been given proper alternate text for identification/understanding.</p>                                   |
| <p><b>1.2.1 Audio-only and Video-only (Prerecorded) (Level A)</b></p> <p>Also applies to:<br/>           EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.2 (Web)</li> <li>• 10.2.2 (non-web document)</li> <li>• 11.2.1.2 (Software)</li> <li>• 11.2.2.1 and 11.2.2.2 (Closed Software)</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | <p>Supports</p>       | <p>Prerecorded audio is a media alternative to text presented on screen. Full audio transcripts are also provided for all pages.</p> |
| <p><b>1.2.2 Captions (Prerecorded) (Level A)</b></p>   | <p>Not Applicable</p> | <p>All audio is a media alternative for text, and audio</p>  |

| Criteria   | Conformance Level | Remarks and Explanations   |
|--|-------------------|--|
| <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.3 (Web)</li> <li>• 10.2.3 (non-web document)</li> <li>• 11.2.1.3 (Software)</li> <li>• 11.2.2.3 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   |                   | <p>transcripts are provided for all pages.</p>                                   |
| <p><b>1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.4 (Web)</li> <li>• 10.2.4 (non-web document)</li> <li>• 11.2.1.4 (Software)</li> <li>• 11.2.2.4 (Closed Software)</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | <p>Supports</p>   | <p>Text descriptions of video contents are provided in the page transcripts.</p> |
| <p><b>1.3.1 Info and Relationships (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.7 (Web)</li> <li>• 10.2.7 (non-web document)</li> <li>• 11.2.1.7 (Software)</li> </ul>  | <p>Supports</p>   | <p>Semantic markup is used to identify elements.</p>                             |

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| <ul style="list-style-type: none"> <li>• 11.2.2.7 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   |                   |   |
| <p><b>1.3.2 Meaningful Sequence (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.8 (Web)</li> <li>• 10.2.8 (non-web document)</li> <li>• 11.2.1.8 (Software)</li> <li>• 11.2.2.8 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | Content is ordered in a meaningful way, and a full linearized version of all content is provided in the page transcripts. |
| <p><b>1.3.3 Sensory Characteristics (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.9 (Web)</li> <li>• 10.2.9 (non-web document)</li> <li>• 11.2.1.9 (Software)</li> <li>• 11.2.2.9 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p>   | Supports          | No content or controls rely on shape or location, and always have a secondary method of identification.                   |

| Criteria   | Conformance Level | Remarks and Explanations   |
|--|-------------------|--|
| <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>  |                   |  |
| <p><b>1.4.1 Use of Color (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.10 (Web)</li> <li>• 10.2.10 (non-web document)</li> <li>• 11.2.1.10 (Software)</li> <li>• 11.2.2.10 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>  | Supports          | No controls rely solely on color to identify their meaning.                    |
| <p><b>1.4.2 Audio Control (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.11 (Web)</li> <li>• 10.2.11 (non-web document)</li> <li>• 11.2.1.11 (Software)</li> <li>• 11.2.2.11 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | All audio can be muted and paused/resumed.                                     |
| <p><b>2.1.1 Keyboard (Level A)</b></p> <p>Also applies to:</p>   | Supports          | All interactive elements have been set up to respond to keyboard input events. |

| Criteria  | Conformance Level | Remarks and Explanations   |
|---|-------------------|--|
| <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.15 (Web)</li> <li>• 10.2.15 (non-web document)</li> <li>• 11.2.1.15 (Software)</li> <li>• 11.2.2.15 (Closed Software)</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   |                   |  |
| <p><b>2.1.2 No Keyboard Trap (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.16 (Web)</li> <li>• 10.2.16 (non-web document)</li> <li>• 11.2.1.16 (Software)</li> <li>• 11.2.2.16 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | No content on the pages of the courses will trap keyboard focus. |
| <p><b>2.2.1 Timing Adjustable (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.17 (Web)</li> <li>• 10.2.17 (non-web document)</li> <li>• 11.2.1.17 (Software)</li> <li>• 11.2.2.17 (Closed Software) – Does not apply</li> </ul>   | Not Applicable    | There are no time limits set within the content.                 |

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| <ul style="list-style-type: none"> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   |                   |   |
| <b>2.2.2 Pause, Stop, Hide (Level A)</b><br>Also applies to:<br>EN 301 549 Criteria <ul style="list-style-type: none"> <li>• 9.2.18 (Web)</li> <li>• 10.2.18 (non-web document)</li> <li>• 11.2.1.18 (Software)</li> <li>• 11.2.2.18 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | For all pages, there are pause buttons to prevent auto-updating content from advancing as needed. |
| <b>2.3.1 Three Flashes or Below Threshold (Level A)</b><br>Also applies to:<br>EN 301 549 Criteria <ul style="list-style-type: none"> <li>• 9.2.19 (Web)</li> <li>• 10.2.19 (non-web document)</li> <li>• 11.2.1.19 (Software)</li> <li>• 11.2.2.19 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> </ul>  | Supports          | Flashing is avoided within the content.   |



| Criteria  | Conformance Level | Remarks and Explanations  |
|---|-------------------|---|
| <ul style="list-style-type: none"> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> <p><b>2.4.1 Bypass Blocks (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.20 (Web)</li> <li>• 10.2.20 (non-web document) – Does not apply</li> <li>• 11.2.1.20 (Software) – Does not apply</li> <li>• 11.2.2.20 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul> | Supports          | Content is placed as the first accessible element on each page, and will always be the first point of entry in the tab order for keyboard functionality to prevent the need to skip over repeated elements on the page. |
| <p><b>2.4.2 Page Titled (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.21 (Web)</li> <li>• 10.2.21 (non-web document)</li> <li>• 11.2.1.21 (Software) - Does not apply</li> <li>• 11.2.2.21 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   | Supports          | All pages have headings with a title for the content.   |
| <p><b>2.4.3 Focus Order (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p>  | Supports          | Content has been ordered both structurally/visually and interactively.  |

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| <ul style="list-style-type: none"> <li>• 9.2.22 (Web)</li> <li>• 10.2.22 (non-web document)</li> <li>• 11.2.1.22 (Software)</li> <li>• 11.2.2.22 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>  |                   |   |
| <p><b>2.4.4 Link Purpose (In Context) (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.23 (Web)</li> <li>• 10.2.23 (non-web document)</li> <li>• 11.2.1.23 (Software)</li> <li>• 11.2.2.23 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | The function of all links is described in the audio/text to avoid ambiguity of links. |
| <p><b>3.1.1 Language of Page (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.27 (Web)</li> <li>• 10.2.27 (non-web document)</li> <li>• 11.2.1.27 (Software)</li> <li>• 11.2.2.27 (Closed Software)</li> <li>• 11.6.2 (Authoring Tool)</li> </ul>   | Supports          | The language of each page is defined in the html markup.                              |

| Criteria  | Conformance Level | Remarks and Explanations  |
|---|-------------------|---|
| <ul style="list-style-type: none"> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   |                   |   |
| <b>3.2.1 On Focus (Level A)</b><br>Also applies to:<br>EN 301 549 Criteria <ul style="list-style-type: none"> <li>• 9.2.29 (Web)</li> <li>• 10.2.29 (non-web document)</li> <li>• 11.2.1.29 (Software)</li> <li>• 11.2.2.29 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | Focus on elements does not change context.  |
| <b>3.2.2 On Input (Level A)</b><br>Also applies to:<br>EN 301 549 Criteria <ul style="list-style-type: none"> <li>• 9.2.30 (Web)</li> <li>• 10.2.30 (non-web document)</li> <li>• 11.2.1.30 (Software)</li> <li>• 11.2.2.30 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> </ul>                                 | Supports          | When the context changes due to user input, an explanation has been given beforehand to describe the change that will occur. For example, when a link will open a new window, the user is notified in the text preceding the link that the content will change. |

| Criteria  | Conformance Level | Remarks and Explanations   |
|---|-------------------|--|
| <ul style="list-style-type: none"> <li>• 602.3 (Support Docs)</li> </ul> <p><b>3.3.1 Error Identification (Level A)</b><br/> Also applies to:<br/> EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.33 (Web)</li> <li>• 10.2.33 (non-web document)</li> <li>• 11.2.1.33 (Software)</li> <li>• 11.2.2.33 (Closed Software)</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Not Applicable    | Errors are not generated/necessary in the interaction of the training due to the presentation of the learning material.  |
| <p><b>3.3.2 Labels or Instructions (Level A)</b><br/> Also applies to:<br/> EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.34 (Web)</li> <li>• 10.2.34 (non-web document)</li> <li>• 11.2.1.34 (Software)</li> <li>• 11.2.2.34 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   | Supports          | For input fields, a descriptive label is provided. Buttons are given titles to describe their purpose. Instructions are provided for all interactive pages that should assist in giving meaning to interactive elements. Additional instructions are provided when keyboard use is detected and should functionality change on an interaction. |
| <p><b>4.1.1 Parsing (Level A)</b><br/> Also applies to:<br/> EN 301 549 Criteria</p>  | Supports          | The markup for pages all uses start and end tags and avoids duplicate attributes and IDs.  |

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| <ul style="list-style-type: none"> <li>• 9.2.37 (Web)</li> <li>• 10.2.37 (non-web document)</li> <li>• 11.2.1.37 (Software)</li> <li>• 11.2.2.37 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>  |                   |   |
| <p><b>4.1.2 Name, Role, Value (Level A)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.38 (Web)</li> <li>• 10.2.38 (non-web document)</li> <li>• 11.2.1.38 (Software)</li> <li>• 11.2.2.38 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | For all UI elements used, the name, role, and value are provided to properly identify the function. |

## Table 2: Success Criteria, Level AA

Notes:

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| <p><b>1.2.4 Captions (Live) (Level AA)</b></p> <p>Also applies to:<br/>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.5 (Web)</li> <li>• 10.2.5 (non-web document)</li> <li>• 11.2.1.5 (Software)</li> <li>• 11.2.2.5 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>                 | Not Applicable    | Live content is not used.   |
| <p><b>1.2.5 Audio Description (Prerecorded) (Level AA)</b></p> <p>Also applies to:<br/>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.6 (Web)</li> <li>• 10.2.6 (non-web document)</li> <li>• 11.2.1.6 (Software)</li> <li>• 11.2.2.6 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Supports          | For prerecorded videos, a text description is provided in the page transcript for the visual content. |

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| <p><b>1.4.3 Contrast (Minimum) (Level AA)</b></p> <p>Also applies to:<br/> EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.12 (Web)</li> <li>• 10.2.12 (non-web document)</li> <li>• 11.2.1.12 (Software)</li> <li>• 11.2.2.12 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | <p>Supports</p>   | <p>Text/background contrast has been tested to comply to level AA.</p>  |
| <p><b>1.4.4 Resize text (Level AA)</b></p> <p>Also applies to:<br/> EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.13 (Web)</li> <li>• 10.2.13 (non-web document)</li> <li>• 11.2.1.13 (Software)</li> <li>• 11.2.2.13 (Closed Software)</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>                         | <p>Supports</p>   | <p>By default, the content will scale to fit the entire browser window. In cases where the screen may be small and this does not allow sufficient scaling, an option is provided in the user's campus settings to disable the automatic scaling which allows the browser scaling to increase the size of the content.</p> |
| <p><b>1.4.5 Images of Text (Level AA)</b></p> <p>Also applies to:<br/> EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.14 (Web)</li> <li>• 10.2.14 (non-web document)</li> </ul>  | <p>Supports</p>   | <p>Images of text are avoided, and in cases where text is part of an image, the alternate text for the image will include the text in its description.</p>  |

| Criteria  | Conformance Level | Remarks and Explanations   |
|---|-------------------|--|
| <ul style="list-style-type: none"> <li>• 11.2.1.14 (Software)</li> <li>• 11.2.2.14 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   |                   |  |
| <p><b>2.4.5 Multiple Ways (Level AA)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.24 (Web)</li> <li>• 10.2.24 (non-web document) – Does not apply</li> <li>• 11.2.1.24 (Software) – Does not apply</li> <li>• 11.2.2.24 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul> | Not Applicable    | For this training content, this does not apply due to the linear presentation of the content; all pages are a step in the process of navigating the content. |
| <p><b>2.4.6 Headings and Labels (Level AA)</b></p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.25 (Web)</li> <li>• 10.2.25 (non-web document)</li> <li>• 11.2.1.25 (Software)</li> <li>• 11.2.2.25 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul>   | Supports          | Headings are used to describe the contents of each page.   |



| Criteria   | Conformance Level | Remarks and Explanations   |
|--|-------------------|--|
| 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>   |                   |  |
| <b>2.4.7 Focus Visible (Level AA)</b><br>Also applies to:<br>EN 301 549 Criteria <ul style="list-style-type: none"> <li>• 9.2.26 (Web)</li> <li>• 10.2.26 (non-web document)</li> <li>• 11.2.1.26 (Software)</li> <li>• 11.2.2.26 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>                      | Supports          | In the case of any controls that may make difficult the visibility of the current focus, additional measures have been taken to identify the object with focus through contrasting borders and highlights. |
| <b>3.1.2 Language of Parts (Level AA)</b><br>Also applies to:<br>EN 301 549 Criteria <ul style="list-style-type: none"> <li>• 9.2.28 (Web)</li> <li>• 10.2.28 (non-web document)</li> <li>• 11.2.1.28 (Software) – Does not apply</li> <li>• 11.2.2.28 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> 2017 Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Not Applicable    | The content is all presented in the same language as the page.   |

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| <p><b>3.2.3 Consistent Navigation</b> (Level AA)</p> <p>Also applies to:<br/>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.31 (Web)</li> <li>• 10.2.31 (non-web document) – Does not apply</li> <li>• 11.2.1.31 (Software) – Does not apply</li> <li>• 11.2.2.31 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>     | Supports          | All pages use the same navigation and no changes are made throughout the course.  |
| <p><b>3.2.4 Consistent Identification</b> (Level AA)</p> <p>Also applies to:<br/>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.32 (Web)</li> <li>• 10.2.32 (non-web document) – Does not apply</li> <li>• 11.2.1.32 (Software) – Does not apply</li> <li>• 11.2.2.32 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul> | Supports          | Templates were used in the creation of similar pages so that all functionally-similar elements would be presented consistently. |
| <p><b>3.3.3 Error Suggestion</b> (Level AA)</p> <p>Also applies to:<br/>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.35 (Web)</li> <li>• 10.2.35 (non-web document)</li> </ul>   | Not Applicable    | Due to the purpose of the content, error-checking and suggestions are not used.   |

| Criteria   | Conformance Level | Remarks and Explanations       |
|--|-------------------|--------------------------------|
| <ul style="list-style-type: none"> <li>• 11.2.1.35 (Software)</li> <li>• 11.2.2.35 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>  |                   |                                |
| <p><b>3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)</b></p> <p>Also applies to:<br/>EN 301 549 Criteria</p> <ul style="list-style-type: none"> <li>• 9.2.36 (Web)</li> <li>• 10.2.36 (non-web document)</li> <li>• 11.2.1.36 (Software)</li> <li>• 11.2.2.36 (Closed Software) – Does not apply</li> <li>• 11.6.2 (Authoring Tool)</li> <li>• 12.1.2 (Product Docs)</li> <li>• 12.2.4 (Support Docs)</li> </ul> <p>2017 Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul> | Not Applicable    | Does not apply to the content. |

**Table 3: Success Criteria, Level AAA**

Notes: Level AAA is not tested and may or may not be conformant on some criteria.

# 2017 Section 508 Report

Notes:

## Chapter 3: Functional Performance Criteria (FPC)

Notes:

| Criteria                          | Conformance Level | Remarks and Explanations  |
|-----------------------------------|-------------------|---|
| 302.1 Without Vision              | Supports          | All content is provided as audio as well as text on screen and through a text transcript. For interactions, labels are used on all interactive elements, and in some cases self-voicing activities are provided to assist with interaction. |
| 302.2 With Limited Vision         | Supports          | Content is by default magnified to fit screen or can be adjusted using the user agent. All text has been tested to meet contrast requirements for WCAG level AA.  |
| 302.3 Without Perception of Color | Supports          | Color is never the only means used for identifying content or for the purpose of content.   |
| 302.4 Without Hearing             | Supports          | All content is presented as text on screen and through a text transcript. Open captions are provided for videos in the content. Hearing is never relied upon as a means of interaction.   |
| 302.5 With Limited Hearing        | Support           | Background noise is avoided in the audio. User controlled volume is limited to on/off by means of a mute/unmute button.   |
| 302.6 Without Speech              | Not Applicable    | A spoken mode of operation is not used.   |
| 302.7 With Limited Manipulation   | Supports          | All interactive functions are usable through mouse or keyboard interaction,   |

| Criteria   | Conformance Level | Remarks and Explanations  |
|--|-------------------|---|
| 302.8 With Limited Reach and Strength                          | Not Applicable    | As this is a courseware product, reach and strength are not applicable.                     |
| 302.9 With Limited Language, Cognitive, and Learning Abilities | Not Applicable    | As this is a learning product, the ability to learn and comprehend the content is required. |

## Chapter 4: Hardware

Notes: Not applicable.

## Chapter 5: Software

Notes:

| Criteria  | Conformance Level                   | Remarks and Explanations   |
|---|-------------------------------------|--|
| 501.1 Scope – Incorporation of WCAG 2.0 AA            | See WCAG 2.0 section                | See information in WCAG section  |
| <b>502 Interoperability with Assistive Technology</b> | Heading cell – no response required | Heading cell – no response required  |
| 502.2.1 User Control of Accessibility Features        | Supports                            | Controls conform to the expected behavior of common web controls.  |
| 502.2.2 No Disruption of Accessibility Features       | Supports                            | Shortcut keys are avoided to prevent conflict with assistive technology, audio can be muted to allow assistive technology to be heard. |
| <b>502.3 Accessibility Services</b>                   | Heading cell – no response required | Heading cell – no response required  |
| 502.3.1 Object Information                            | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.2 Modification of Object Information            | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.3 Row, Column, and Headers                      | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.4 Values  | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.5 Modification of Values                        | Not Applicable                      | Applies to Platform Software and Tools   |

| Criteria  | Conformance Level                   | Remarks and Explanations   |
|---|-------------------------------------|--|
| 502.3.6 Label Relationships   | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.7 Hierarchical Relationships  | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.8 Text  | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.9 Modification of Text  | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.10 List of Actions  | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.11 Actions on Objects   | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.12 Focus Cursor   | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.13 Modification of Focus Cursor   | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.3.14 Event Notification   | Not Applicable                      | Applies to Platform Software and Tools   |
| 502.4 Platform Accessibility Features   | Not Applicable                      | Applies to Platform Software and Tools   |
| <b>503 Applications</b>   | Heading cell – no response required | Heading cell – no response required  |
| 503.2 User Preferences  | Not Applicable                      | Web applications not required to conform to 503.2  |
| 503.3 Alternative User Interfaces   | Not Applicable                      | No alternative user interface is provided.   |
| <b>503.4 User Controls for Captions and Audio Description</b>                       | Heading cell – no response required | Heading cell – no response required  |
| 503.4.1 Caption Controls  | Not Applicable                      | Videos use open captions which cannot be modified. A separate text transcript is available to complement the captions. |
| 503.4.2 Audio Description Controls  | Not Applicable                      |  |
| <b>504 Authoring Tools</b>  | Heading cell – no response required | Heading cell – no response required  |
| 504.2 Content Creation or Editing (if not authoring tool, enter “not applicable”)   | See WCAG 2.0 section                | See information in WCAG section  |
| 504.2.1 Preservation of Information Provided for Accessibility in Format Conversion | Not Applicable                      |  |
| 504.2.2 PDF Export  | Not Applicable                      |  |
| 504.3 Prompts   | Not Applicable                      |  |
| 504.4 Templates   | Not Applicable                      |  |

## Chapter 6: Support Documentation and Services

Notes:

| Criteria   | Conformance Level                   | Remarks and Explanations            |
|--|-------------------------------------|-------------------------------------|
| <b>601.1 Scope</b>   | Heading cell – no response required | Heading cell – no response required |
| <b>602 Support Documentation</b>                                 | Heading cell – no response required | Heading cell – no response required |
| 602.2 Accessibility and Compatibility Features                   |                                     |                                     |
| 602.3 Electronic Support Documentation                           | See <u>WCAG 2.0</u> section         | See information in WCAG section     |
| 602.4 Alternate Formats for Non-Electronic Support Documentation |                                     |                                     |
| <b>603 Support Services</b>                                      | Heading cell – no response required | Heading cell – no response required |
| 603.2 Information on Accessibility and Compatibility Features    |                                     |                                     |
| 603.3 Accommodation of Communication Needs                       |                                     |                                     |

## EN 301 549 Report

Notes: Courseware is not provided outside of the United States and has not been tested to European standards.

### Legal Disclaimer

**Disclaimers.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, NEITHER PARTY MAKES ANY WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, AND EACH PARTY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. CONTENT AND BETA SERVICES ARE PROVIDED "AS IS," EXCLUSIVE OF ANY WARRANTY WHATSOEVER. EACH PARTY DISCLAIMS ALL LIABILITY AND INDEMNIFICATION OBLIGATIONS FOR ANY HARM OR DAMAGES CAUSED BY ANY THIRD-PARTY HOSTING PROVIDERS.

