

# Accessibility Conformance and Remediation Form

## Instructions

This form serves as means for auditors and vendors to document accessibility gaps associated with AIMT products and to indicate plans for addressing these gaps in the future.

We ask that you complete the **form** provided on the next page as follows:

1. **Product/Vendor Information:** Provide the information requested
2. **Issue Description:** List each major accessibility issue for the product Including the following:
  - Gaps identified from the WCAG 2.0 A & AA guidelines, Voluntary Product Accessibility Template (VPAT) and EPUB3 Accessibility Guidelines (if applicable)
  - Gaps identified in other product support documentation
  - Gaps identified by a third-party accessibility evaluation report (if available)
3. **Current Status:** Enter one of the following values:
  - Open: The issue has not yet been resolved
  - Closed: The issue has already been resolved
  - I/P: The issue is currently under investigation
  - Other
4. **Disposition:** Enter one of the following values:
  - Planned: The issue will be resolved
  - Deferred: The issue will not be resolved
  - I/P: The issue is currently under investigation
  - Other
5. **Remediation Timeline:** Enter when you anticipate that the issue will be resolved
6. **Available Workarounds (for vendor only):** Describe the business processes vendor will offer or third-party products that should be considered to work around the issue until full remediation.
7. **Comments (optional):** Provide details/description regarding the issue
8. **Additional Information (optional):** Provide any additional discussion regarding accessibility plans

## Vendor/Product Information

Vendor Name	Sonocent Ltd.
Product Name	Glean
Product Version	N/A
Completion Date	2023-08-04
Contact Name/Title	Kelly Kenyon
Contact Email/Phone	<a href="mailto:kelly.kenyon@glean.co">kelly.kenyon@glean.co</a>

## Specific Issues

Issue Description	Current Status (Open, Closed, I/P)	Disposition (Planned, Deferred, I/P)	Remediation Timeline	Available Workarounds	Comments
Example: Images on the landing page lack equivalent alternate text	Open	Planned	Q3, 2015 release (v1.2)		Functional images will receive descriptive alternate text; decorative images will receive null alternate text.
A third party tool used for the help popup does not use heading levels appropriately	Closed	Deferred	N/A	N/A	This issue has been reported to the vendor.
A third party tool used for guided tours has poor keyboard navigation support	Closed	Deferred	N/A	An in-app video tour is available which covers the same material. Text documentation is also available at <a href="https://help.glean.co">https://help.glean.co</a>	This issue has been reported to the vendor.
Transcription features not accessible to screen readers	Open	I/P	2024	None	
Page titles are not unique for events created without names on the same day	Closed	Deferred	N/A	Give events meaningful names	
A third party tool used for the help panel allows hidden items to receive keyboard focus	Closed	Deferred	N/A	N/A	The issue has been reported to the vendor.
Some items are hidden when zoomed up to 400%	Open	Planned	Q3 2023	Items are only hidden on some pages, go to another page to use them.	
Some buttons have duplicate accessible names	Open	Planned	Q4 2023	The full name can be understood from the items next to it	This occurs on tables which contain a button for each row. Button names make sense but they don't contain the name of the thing they perform an action on. For example "Move Event" does not communicate which event will be moved.

<b>Issue Description</b>	<b>Current Status (Open, Closed, I/P)</b>	<b>Disposition (Planned, Deferred, I/P)</b>	<b>Remediation Timeline</b>	<b>Available Workarounds</b>	<b>Comments</b>
Focus outline not visible for close button on third party help panel	Closed	Deferred	N/A	N/A	The issue has been reported to the vendor.

**Additional Information:**