

Pearson Accessibility Conformance Report WCAG Edition

(Based on VPAT® Version 2.2)

Product Name: Microsoft Office Specialist (MOS) certification exam "Microsoft PowerPoint (Microsoft 365 Apps and Office 2019"

Product Description: [Microsoft Office Specialist PowerPoint Certification](#)

Report Date: March 30, 2020

Contact Information: Certiport Customer Services (CustomerServices@Certiport.com)

Notes:

- This report documents the accessibility conformance as of the report date.
- Aspects of Microsoft PowerPoint (the program) described in this report might have changed since the report date.
- References in this report to “the MOS PowerPoint 2019 exam,” the PowerPoint 2019 exam,” or “the exam” refer to the Microsoft Office Specialist certification exam "Microsoft PowerPoint (Microsoft 365 Apps and Office 2019."

Evaluation Methods Used:

- Evaluations were conducted by trained Accessibility Quality Assurance Engineers and included both automated and manual testing.
- Quality Assurance Engineers who are native users of blindness technologies participated in the evaluation.
- Testing was conducted on Windows 10.
- Assistive technology used during the evaluation included JAWS 2019 screen reader and a Braille Edge refreshable braille display.

Applicable Standards/Guidelines

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

Standard/Guideline	Included In Report
Web Content Accessibility Guidelines 2.0	Level A: Yes Level AA: Yes Level AAA: No

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.
- **Partially Supports:** 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:

- Chapter 5 – 501.1 Scope, 504.2 Content Creation or Editing
- 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

Level A Success Criterion	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content	Supports	The MOS PowerPoint 2019 exam supports text alternatives for the non-text content, including controls, input, sensory content, and images.
1.2.1 Audio-only and Video-only (Prerecorded)	Not Applicable	There is no audio or video content in the PowerPoint 2019 exam.
1.2.2 Captions (Prerecorded)	Not Applicable	There are no pre-recorded videos in the PowerPoint 2019 exam.
1.2.3 Audio Description or Media Alternative (Prerecorded)	Not Applicable	There are no pre-recorded videos in the PowerPoint 2019 exam.
1.3.1 Info and Relationships	Partially Supports	<p>The PowerPoint 2019 exam uses a logical structure in most of the places where information and relationships can be programmatically determined.</p> <p>The following aspects of Microsoft PowerPoint might impede access:</p> <ol style="list-style-type: none"> 1. Certain advanced formatting information for graphical objects, such as embossing or shadows, may not be available to assistive technologies. 2. Assistive technologies can access equations and provide descriptive text output but may omit some information about equation font formatting or the existence of comments. Some advanced features of AT may be impacted while accessing equations, such as verbosity controls or output to Braille.
1.3.2 Meaningful Sequence	Supports	The PowerPoint 2019 exam presents content in a meaningful order.
1.3.3 Sensory Characteristics	Supports	The PowerPoint 2019 exam does not rely on sensory information alone to convey meaning.

Level A Success Criterion	Conformance Level	Remarks and Explanations
1.4.1 Use of Color	Supports	The PowerPoint 2019 exam does not rely only on color coding to convey meaning.
1.4.2 Audio Control	Not Applicable	The PowerPoint 2019 exam does not have audio or multimedia.
2.1.1 Keyboard	Partially Supports	<p>All core system functionality (edit fields, buttons, links, navigation controls) in the PowerPoint 2019 exam can be accessed by using the keyboard.</p> <p>The following aspects of Microsoft PowerPoint might impede access:</p> <ol style="list-style-type: none"> 1. Yellow adjustment handles for shapes are not keyboard accessible. 2. When viewing help/F1 content, the video player loses focus when playback starts. Candidate can use Tab/Shift+Tab to move focus back to player controls. 3. Ink authoring requires a pen, touch, or mouse input. It is not keyboard accessible. 4. Conflict resolution dialog is not fully keyboard accessible. 5. Video trim markers are not keyboard accessible.
2.1.2 No Keyboard Trap	Supports	The PowerPoint 2019 exam does not have any keyboard traps.
2.2.1 Timing Adjustable	Supports	<p>Duration extensions can be made by registration accommodation request for candidates needing accommodations, and requests can be submitted at https://certiport.pearsonvue.com/Educator-resources/Exam-policies/Accommodations</p>
2.2.2 Pause, Stop, Hide	Supports	The PowerPoint 2019 exam does not use moving or blinking content.
2.3.1 Three Flashes or Below Threshold	Supports	The PowerPoint 2019 exam does not use flashing content.
2.4.1 Bypass Blocks	Supports	A mechanism is available to bypass blocks of content that are repeated on the exam.

Level A Success Criterion	Conformance Level	Remarks and Explanations
2.4.2 Page Titled	Not Applicable	The PowerPoint 2019 exam does not require page titles by design.
2.4.3 Focus Order	Partially Supports	<p>Correct focus order is available for most elements in the exam. The following aspects of Microsoft PowerPoint might impede access:</p> <ul style="list-style-type: none"> • When a candidate uses arrow keys to navigate around the templates grid on the New and Start pages of the Backstage view, focus does not go where expected when traversing in the left direction.
2.4.4 Link Purpose (In Context)	Supports	The PowerPoint 2019 exam uses meaningful link names.
3.1.1 Language of Page	Supports	The PowerPoint 2019 exam uses language attributes.
3.2.1 On Focus	Supports	Elements do not change when they receive focus.
3.2.2 On Input	Supports	Changing the setting of any user interface component does not automatically cause a change of context.
3.3.1 Error Identification	Supports	The PowerPoint 2019 exam clearly identifies input errors.
3.3.2 Labels or Instructions	Supports	All input fields are clearly labeled, and clear instructions are given for user input.
4.1.1 Parsing	Partially Supports	<p>The PowerPoint 2019 exam is coded according to the industry standards.</p> <p>The following aspects of Microsoft PowerPoint might impede access:</p> <ol style="list-style-type: none"> 1. Text in table cells is not always properly exposed to the accessibility API, resulting in difficulty for screen-reader users to navigate table content when the content has multiple lines. 2. Text in SmartArt objects is not always properly exposed to the accessibility API, resulting in some screen readers

Level A Success Criterion	Conformance Level	Remarks and Explanations
		being unable to announce words while the candidate is typing in the object or the associated text pane.
4.1.2 Name, Role, Value	Partially Supports	<p>All name, role, and value of interface elements are available to assistive technology.</p> <p>The following aspects of Microsoft PowerPoint might impede access:</p> <ol style="list-style-type: none"> 1. Information about the advanced color picker found in the “More Colors” dialog is not exposed programmatically but screen-reader users can read or edit the values directly in the UI provided. 2. Screen reader cannot read the values in the dropdowns in the Theme Colors list in the Create New Theme Colors dialog. 3. The AutoCorrect Options dialog may not immediately announce “Replace” and “With” pairs while navigating through the list using assistive technologies. You may work around the issue by searching for an existing "Replace" & "With" pairs by typing out the "replace" word, arrowing through the results, and tabbing between the "Results" and "With" fields. You can use this method to create new "Replace" and "With" pairs or replace existing ones.

Table 2: Success Criteria, Level AA

Level AA Success Criterion	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live)	Not Applicable	There is no live media in the MOS PowerPoint 2019 exam.
1.2.5 Audio Description (Prerecorded)	Not Applicable	The PowerPoint 2019 exam does not use videos that requires audio descriptions.
1.4.3 Contrast (Minimum)	Partially Supports	<p>The PowerPoint 2019 exam interface text meets 4.5:1 color ratio contrast requirement.</p> <p>The following aspects of Microsoft PowerPoint might impede access:</p> <ol style="list-style-type: none"> 1. Usage of certain Themes (Crop Theme/Purple Variant) will result in color palettes where the contrast ratio of hyperlinks is not 4.5:1. 2. Candidates cannot manually change hyperlink colors without themes to meet color ratios on any background.
1.4.4 Resize text	Supports	Text can be resized to at least 200 percent without loss of content or functionality by using the zooming tool.
1.4.5 Images of Text	Supports	The PowerPoint 2019 exam does not use images of text to convey information to the candidate.
2.4.5 Multiple Ways	Supports	The PowerPoint 2019 exam offers a navigation menu.
2.4.6 Headings and Labels	Supports	The PowerPoint 2019 exam uses meaningful headings and labels.
2.4.7 Focus Visible	Supports	Visual focus is available across the exam.
3.1.2 Language of Parts	Not Applicable	The PowerPoint 2019 exam does not use language attributes for content parts.
3.2.3 Consistent Navigation	Supports	Navigation is consistent across the exam.

Level AA Success Criterion	Conformance Level	Remarks and Explanations
3.2.4 Consistent Identification	Supports	The PowerPoint 2019 exam uses icons and buttons consistently.
3.3.3 Error Suggestion	Supports	The PowerPoint 2019 exam clearly identifies input errors.
3.3.4 Error Prevention (Legal, Financial, Data)	Supports	The PowerPoint 2019 exam reduces the risk of input errors for sensitive data and provides the opportunity for candidates to check their answers before submitting the data.

Legal Disclaimer

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