# 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 | GradLeaders, LLC |
| --- | --- |
| Product Name | GradLeaders Career Center – Student Module |
| Product Version | V2 2019 |
| Completion Date | 08/21/19 |
| Contact Name/Title | Tami Scott / VP Support |
| Contact Email/Phone | [tscott@gradleaders.com](mailto:tscott@gradleaders.com) / 614-376-0844 |

## Specific Issues

| Issue Description | Current Status (Open, Closed, I/P) | Disposition (Planned, Deferred, I/P) | Remediation Timeline | Available Workarounds | Comments |
| --- | --- | --- | --- | --- | --- |
| * Form Controls:   + Controls and menus are not always given a clear description   + Button, table, field and control elements may be incorrectly defined or announce incorrectly   + Changes in states may not be communicated to the user   + Checkpoints affected: 1.3.1 (A); 1.3.3 (A) and 4.1.2 (A) | Open | Planned | Q3 2019 – release planned for October or November pending QA testing |  | Form controls have been addressed and the issues in the description will not be a problem. |
| * Links and Images:   + Links may not be given sufficient context   + Images may not have alt text for a screen reader to announce   + Images of text may not announce at all   + Checkpoints affected: 1.1.1 (A) 1.4.5 (AA) and 2.4.4 (A) | Open | Planned | Q3 2019 – release planned for October or November pending QA testing |  | Links and Images have been addressed and the issues in the description will not be an issue. |
| * Focus and Navigation:   + It may not be possible to interact with controls, fields, menus, links or page sections using only the keyboard   + Landmarks, Headings or skip links may not be implemented in the pages   + Focus may move in unexpected ways while navigating or interacting with page elements   + Checkpoints affected: 1.3.2 (A); 2.1.1 (A); 2.4.1 (A) and 2.4.3 (A) | Open | Planned | Q3 2019 – release planned for October or November pending QA testing |  | The interaction is possible, Landmarks, headings or skip links are implemented, and the focus will not move in unexpected ways. |
| * Color:   + Some information may be conveyed using only color   + Text elements may have insufficient contrast ratio   + Checkpoints affected: 1.4.1 (A); 1.4.3 (AA) and | Open | Planned | Q3 2019 – release planned for October or November pending QA testing |  | No information will be conveyed using color.  Text elements will have sufficient contrast ratio. |

## Additional Information:

Pages tested include : Profile, Resumes/Cover Letters/Additional Documents, Jobs, Interviews, Listings, Events, Advising Appointments, Workshops, Career Appointments and Calendar – the issues presented above exist in other pages of the application.

**The tools used for testing are:**

Screen Readers: JAWS 18 and VoiceOver

Input devices: keyboard and mouse

Browsers: Edge, Chrome, Firefox and Safari

Devices: desktops and laptops with Windows and OS X/Mac OS operating systems

Other Tools: HTML Validator, color ratio analyzer and Screencast-O-Matic to record the videos of the screen readers in use.

**Remediation Process:**

All 170 pages in the student module are being remediated to address the issues listed above. The tools being used to remediate all pages include:

Tools used for the remediation of all issues include: Axe Browser Extension, WAVE Browser Extension, LightHouse, Site Improve Accessibility Checker, Contrast Ratio Checker, and JAWS Inspect