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**GRADLEADERS | LEVERAGING ACCESSIBILITY**

GradLeaders Report

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This report describes the conformance of the GradLeaders websites with W3C's Web Content Accessibility Guidelines (WCAG) 2.0. Based on this evaluation, the GradLeaders websites do not meet WCAG 2.0; Conformance Level AA.

Table of Contents

[Executive Summary 3](#_Toc443904766)

[Recurring Issues 4](#_Toc443904767)

[Pages Tested and Marked Failures 5](#_Toc443904768)

[Testing Methodology and Tools 6](#_Toc443904769)

# Executive Summary

This report describes the conformance of GradLeaders websites with W3C's Web Content Accessibility Guidelines (WCAG) 2.0. These were tested using vast industry experience and understanding of the end users in need of compliance, using the tools they would use like screen readers (application used by blind users to read out the content on the screen), keyboard and mouse. We also use tools for examining the code, like an HTML validator, and identifying any bad practices that will affect an end user.

Based on this evaluation, GradLeaders websites do not meet WCAG 2.0; Conformance Level AA. The websites are usable for browsing and interacting with content, but difficult to use if you are a user who relies on a screen reader, or a user who cannot use a mouse easily. Detailed review results are available in the spreadsheet: REMOVED. These are accompanied by suggested methods of fixing the issues found.

The main recurring issues found relate to the following items: Form Controls, Links and Images, Focus and Navigation and Color. This document covers the high-level details of recurring issues, relating them to the relevant WCAG 2.0 checkpoints, the areas tested, and the method of how testing was completed with tools used.

# Recurring Issues

The following issues have been found in the GradLeaders websites. Each issue can cover more than one WCAG 2.0 checkpoint, so each issue is accompanied by the relevant checkpoints for reference.

* 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)
* 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)
* 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)
* 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

**Pages Tested and Marked Failures**

The total failures are listed per checkpoint and only failing checkpoints (A or AA) are listed. Issues that occur in multiple pages/websites were grouped, as similar issues were found in all pages.

|  |  |
| --- | --- |
| WCAG ID | GradLeaders websites |
| 1.1.1 (A) | 6 |
| 1.3.1 (A) | 23 |
| 1.3.2 (A) | 9 |
| 1.3.3 (A) | 17 |
| 1.4.1 (A) | 3 |
| 1.4.3 (AA) | 4 |
| 1.4.4 (AA) | 1 |
| 1.4.5 (AA) | 2 |
| 2.1.1 (A) | 13 |
| 2.1.2 (A) | 1 |
| 2.4.1 (A) | 1 |
| 2.4.2 (A) | 1 |
| 2.4.3 (A) | 5 |
| 2.4.4 (A) | 5 |
| 2.4.7 (AA) | 1 |
| 3.1.1 (A) | 1 |
| 3.2.1 (A) | 1 |
| 3.2.2 (A) | 4 |
| 3.2.4 (AA) | 2 |
| 3.3.2 (A) | 1 |
| 4.1.1 (A) | 2 |
| 4.1.2 (A) | 18 |

# Testing Methodology and Tools

The websites were tested against each of the applicable checkpoints. Level AAA checkpoints were not tested as not in scope. Level A and Level AA checkpoints were tested as a legal requirement in several countries.

The websites were tested using screen readers and keyboard navigation; the screen reader reads out the content of the page using default settings, using the keyboard to mimic how a native user would navigate and interact with websites. The main controls used for navigation are arrow keys, tab keys and the H key (to skip to headers) and using shift with the key combinations to reverse the flow.

The scenarios tested were:

SCHOOL – Create Job, Apply for Job, Update Job as applied/interviewed/rejected

GREC – Dashboard, Search, Individual Candidate Listings, Connect, Report

TOS – Dashboard, Reports, Graduate Database, View Profile

The pages SCHOOL tested were:

Employer Pages – Dashboard, Job Postings, Requests, Interviews/Events tab, Document Library

Candidate Pages – Profile, Resumes/Cover Letters/Additional Documents, Jobs, Interviews, Listings, Events, Advising Appointments, Workshops, Career Appointments and Calendar

Admin Pages – Candidate/Company/Recruiter/Job/Request File, Programs, Mock Interviews, Advising Appointments, Reports and Other Modules

Other tests performed per page include using the Web Developer Toolbar (Firefox) to identify errors in the HTML – these were analyzed in turn to work out if they are errors, and where the errors occur in the underlying source code. The images were verified in the site, and content was checked to make sure it was in context.

**The tools used for testing are:**

Screen Readers: JAWS 18 and VoiceOver

Input devices: keyboard and mouse

Browsers: Internet Explorer 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.