

Alternate Access Plan

Purpose of the Alternate Access Plan

In compliance with Section 504 of the Rehabilitation Act of 1973 and ADA as amended in 2008, the TBR shall apply THEC's identified accessibility guidelines to Informational Materials and Technology products and services that it adopts, buys, creates, uses and maintains. When informational materials and technologies do not conform to those guidelines, an alternate access plan will be developed to address the accessibility. This form is used to describe the alternate access plan.

Instructions

1. Alter the bolded areas in brackets ([]) to reflect the titles of the responsible persons for this plan.
2. The requesting department Accessibility Liaison/Accessibility Team is responsible for completing sections 1 through 3 below.
3. The requesting department will obtain the appropriate administrative approvals in section 4.
4. The appropriate administrator will either a) approve the form and return it to the requesting department for processing or b) return the form unsigned. An unsigned form indicates the plan is not approved and must be revised to meet accessibility standards.
5. The [department executive administrator] or designee is responsible for returning the approved original document along with all associated AIMT adoption/procurement documents to the department Accessibility Liaison upon signature. The liaison will provide copies to those individuals identified in section 3, number 3 (Responsible Person(s) and upload all AAP documentation to the AIMT Web Form.

Section 1. Plan Creator Information

Name: Melanie Redding	Title: Exec. Dir. Enrollment Management/CRM	Unit: Senators Central	Date: 8/26/2024
Office Phone: 423-585-2690	Office Location SSBU109	Postal: 37813	

Section 2. Description of the Affected Informational Material and Technology Purchase

Affected product is a:	Advantage Design Group (Content delivery system)		
Product Name:	Advantage Design Group		
Product Description:	Orientation content delivery system		
Product Purpose:	To deliver new students, parents/families Orientation content needed for enrollment at Walters State. Online Orientation is an enrollment requirement for many new student populations at WS.		

Section 3. How will "Alternate Access" (AA) be provided?



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<p>1. Description of the issue: Summarize what part of the informational material/technology has an accessibility issue and is not accessible per A11T guidelines.</p>	<p>Authoring Tool (Admin Panel) doesn't support 1.3.1 Info and Relationships (Level A), Authoring Tool (Admin Panel) doesn't support 1.3.2 Meaningful Sequence (Level A), Authoring Tool [Admin Panel] partially supports 2.1.1 Keyboard (Level A), Authoring Tool (Admin Panel) doesn't support 2.4.1 Bypass Blocks (Level A), Authoring Tool (Admin Panel) partially supports 2.5.3 Label in Name (Level A 2.1 only), Authoring Tool (Admin Panel) partially supports 4.1.2 Name, Role, Value (Level A), Online Orientation frontend (main user experience) partially supports 1.2.5 Audio Description (Prerecorded) (Level AA) by default., Authoring Tool (Admin Panel) does not support 1.3.5 Identify Input Purpose (Level AA 2.1 only), Authoring Tool (Admin Panel) does not support 1.4.3 Contrast (Minimum) (Level AA), Authoring Tool (Admin Panel) does not support 1.4.4 Resize text (Level AA), Authoring Tool (Admin Panel) does not support 1.4.10 Reflow (Level AA 2.1 only), Authoring Tool (Admin Panel) partially supports 1.4.11 Non-text Contrast (Level AA 2.1 only), Authoring Tool (Admin Panel) doesn't support 1.4.12 Text Spacing (Level AA 2.1 only), Authoring Tool (Admin Panel) partially supports 2.4.7 Focus Visible (Level AA), Authoring Tool (Admin Panel) doesn't support 3.1.2 Language of Parts (Level AA), Authoring Tool (Admin Panel) partially supports 3.2.3 Consistent Navigation (Level AA), Authoring Tool (Admin Panel) partially supports 3.2.4 Authoring Tool (Admin Panel) doesn't support 3.2.4 Consistent Identification (Level AA), Authoring Tool (Admin Panel) doesn't support 4.1.3 Status Messages (Level AA 2.1 only)</p>
<p>2. Persons or groups affected: List the person(s) or groups who may/will be affected by this issue, including the total number of affected persons. (general public, visitors, students only, employees, etc.).</p>	<p>Students completing online orientation</p>
<p>3. Responsible person(s): List the name(s) and titles of the employee(s) who will be responsible for implementing equally effective alternate access for the specified accessibility issue as described in Number 1.</p>	<p>Advantage Design Group-for significant platform issues (will contact ADG support desk), Senators Central Team (Orientation Coordinator)-for student issues relate to the platform. Orientation Coordinator would reach out ADG directly for any specific issues.</p>

<p>4. How will AA be provided: Describe in detail how the responsible unit(s)/person(s) equally effective alternate access will be communicated and what will be provided. Attach a separate sheet – see AAP attachment below and the Accessibility Conformance and Remediation Form.</p>	<p>ADG providing upgrade to current version of platform which will address resolution for multiple issues. Any issues prior to upgrade of version will be handled on an as needed basis.</p>
<p>5. AA Resources Required: List any resources required (including training, equipment, additional staff, etc.) to provide alternate access for the known issue.</p>	<p>Advantage Design Group addressing issue. Students requiring assistance will be directed to Senators Central. Alternate access will be provided if needed.</p>
<p>6. Repair Information: Include the following information in this section: a. Provide a brief description or any relevant information regarding repair of the issue by the vendor or Third Party Service Provider, as well as the completion date. Attach applicable documentation and the Accessibility Conformance and Remediation Form.</p>	<p>Upgrade to current version required, repairs will be made when upgrade occurs; no repairs scheduled at this time.</p>
<p>7. Timeline for Unforeseen events: A timeline to plan create, implement, and follow up on plans for accommodation for access concerns/issues that are beyond the accessible procurement process and/or outside of the realm of the questions above.</p>	<p>In the case of unforeseen events: -Students will be given detailed instructions on how to proceed with completion of Orientation requirement -Orientation Coordinator will work with students if any accessibility hindrances should arise for students -ADG will be contacted if serious issues arise that cannot be overcome for both parties. All issues will be addressed as needed and in a timely manner.</p>

Section 4. Administrative AAP Approvals-

By signing this request, you affirm that the plan has been reviewed and is an acceptable solution that meets TBR A1MT Accessibility Guidelines.

Department Head [or other responsible party]		Date: 8-28-2024
Executive [or other responsible executive]		Date: 8/28/2024

AAP attachment

4. How will AA be provided: (continue from item 4 in section 3)