

## 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 alternative 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	Title	Unit	Date
Seth Kerney	Coordinator of IDEAS and Accessibility	IDEAS	3/6/2024
Office Phone	Office Location	Postal	
423-318-2721	CCEN 243B	37183	

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

Affected product is a:	Respondus- Software
Product Name:	Respondus 4.0 D2L Integration Software
Product Description:	This software is a client-based tool integrated into D2L to assist instructors with assessments.
Product Purpose:	Respondus 4.0 is used by instructors to create and upload assessments into D2L and learning management systems.

**Section 3. How will “Alternate Access” (AA) be provided?**

## 1. Description of the issue:

Summarize what part of the informational material/technology has an accessibility issue and is not accessible per AIMT guidelines.

2.1.1- All functionality of the content is operable through a keyboard interface without requiring specific timings for individual keystrokes, except where the underlying function requires input that depends on the path of the user's movement and not just the endpoints.

3.1.1- Only English and Spanish languages are supported.

1.4.3- The visual presentation of text and images of text has a contrast ratio of at least 4.5:1, except for the following:

Large Text: Large-scale text and images of large-scale text have a contrast ratio of at least 3:1;

Incidental: Text or images of text that are part of an inactive user interface component, that are pure decoration, that are not visible to anyone, or that are part of a picture that contains significant other visual content, have no contrast requirement.

Logotypes: Text that is part of a logo or brand name has no minimum contrast requirement.

1.4.4- Except for captions and images of text, text can be resized without assistive technology up to 200 percent without loss of content or functionality.

1.4.10- Content can be presented without loss of information or functionality, and without requiring scrolling in two dimensions for:  
Vertical scrolling content at a width equivalent to 320 CSS pixels;  
Horizontal scrolling content at a height equivalent to 256 CSS pixels.  
Except for parts of the content which require two-dimensional layout for usage or meaning.

1.4.11- The visual presentation of the following have a contrast ratio of at least 3:1 against adjacent color(s):

User Interface Components

Visual information required to identify user interface components and states, except for inactive components or where the appearance of the component is determined by the user agent and not modified by the author;

Graphical Objects

Parts of graphics required to understand the content, except when a particular presentation of graphics is essential to the information being conveyed.

	<p><b>1.4.13-</b> Where receiving and then removing pointer hover or keyboard focus triggers additional content to become visible and then hidden, the following are true:</p> <p><b>Dismissable</b> A mechanism is available to dismiss the additional content without moving pointer hover or keyboard focus, unless the additional content communicates an input error or does not obscure or replace other content;</p> <p><b>Hoverable</b> If pointer hover can trigger the additional content, then the pointer can be moved over the additional content without the additional content disappearing;</p> <p><b>Persistent</b> The additional content remains visible until the hover or focus trigger is removed, the user dismisses it, or its information is no longer valid.</p>
<p><b>2. Persons or groups affected:</b> 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>Instructors are primarily affected because of the primary issues coming from an authoring tool, which is used to create assessments for students. Therefore, students could be impacted even in a minor way because of this.</p>
<p><b>3. Responsible person(s):</b> 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>Faculty are responsible for devising assessments and students can adequately take tests. Amy Jackson will assist in providing accommodations for students when necessary.</p>
<p><b>4. How will AA be provided:</b> 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>Should issues arise for students, AA will be provided when needed in a timely fashion.</p>
<p><b>5. AA Resources Required:</b> List any resources required (including training, equipment, additional staff, etc.) to provide alternate access for the known issue.</p>	<p>When listed resources cannot assist, Respondus support will be contacted. Otherwise, faculty may provide AA when needed.</p>

<p><b>6. Repair Information:</b>          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>The issues are presented as deferred in the CNR due; however, Alternate Access will be provided when and where necessary for students.</p>
<p><b>7. Timeline for Unforeseen events:</b>          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>When providing assessments that will utilize Respondus 4.0, the following steps will be followed:          I. Students will be given detailed instructions on how to proceed with the tool.          II. Instructors will work with their students if any accessibility hinderances should arise for the student,          III. The Vendor will be contacted should any serious issues arise that cannot be overcome for both parties.</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 AIMT Accessibility Guidelines.*

<p>Department Head [or other responsible party]</p>	<p><i>Seth Kerney</i></p>	<p>Date: 3/6/2024</p>
<p>Executive [or other responsible executive]</p>	<p><i>Candace Daniel Justice</i></p>	<p>Date: 7/9/24</p>

**AAP attachment**

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

**AA for the other 2 products will be provided on as-needed basis due to their VPATs demonstrating compliance. The same groups and people would be affected, and the same responsible parties would provide assistance.**

**This AA Plan specifically addresses the 4.0 product.**