

## Accessibility and AODA Compliance | Transcript Text | Remote Teaching Support W21

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Alexa:

Hello, this video will discuss accessibility and AODA compliance for the College of Social and Applied Human Sciences.

Accessibility pertains to removing barriers from digital content for all students. We also want to ensure that content is perceivable, so that it can be identified by all senses. Operable, so the content can be keyboard accessible by using controls and buttons to navigate the content. Understandable, content is consistent, concise, and easy to comprehend. And finally, it's robust, so it was designed to function on all appropriate technologies. The AODA is the Accessibility for Ontarians with Disabilities Act and it enforces accessibility standards to ensure everyone has equal access to programs and services.

When you're making videos, you want to include closed captions on them, and if you are providing a link to a video, ensure that it has an option for closed captions as well. When you're recording audio for videos ensure that you speak clearly and concisely. Make sure to choose easy to read fonts when writing; sans serif fonts in particular like Arial, Calibri, Helvetica are great. Making layouts of presentations, documents, and the course itself simple and easy to follow benefits everyone. And simple colours, like black and white, will have a really good contrast which helps visibility.

If you are including photos, check that do not have a low contrast, again for visibility purposes. If a photo is only there decoratively and doesn't convey any pertinent information, label it as decorative. Add alternative text to photos and icons that contribute to the understanding of the document so that these elements will be read aloud by screen readers. Any time you're done with a document in Word or PowerPoint, check your accessibility. This can be done by clicking review and then you will check accessibility. This will check the reading order of the page for those who will be hearing it rather than reading it.

When hyperlinking sites through text, ensure that the displayed text is clear and the content is compatible for all computers, PDF are usually recommended. An example of a good hyperlink is shown at the bottom of this slide. It is recommended to Use language like "for more information visit the University of Guelph's brand guide for accessibility". You can clearly see what is the link, and you would know what exactly you will view once you've clicked it. Now if we did go to that link it would take us to the University of Guelph's Brand Guide on Accessibility. This site has a lot of information on what accessibility is. If you scroll to the bottom of the website, there are great resources on how to make documents accessible. Thank you for taking the time to watch this video and learn more about accessibility and AODA compliance.

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