

# Creating Accessible Content

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# The World Wide Web Consortium (W3C)

- Main principles:
  - Web for All.
  - Web on Everything
- Web Accessibility Initiative (WAI)

# Text in a MOOC

- PDFs
- Office/Openoffice documents
- Web Content (description, forums, news, etc.)

# The presentation of the contents (I)

- **Not justified text** → Better left or right aligned.

Some people with cognitive disabilities can find difficulties when reading this text, in particular dislexic people. It is better to align the text to the left or the right.

# The presentation of the contents (II)

- **Space between lines** → At least, 1.5 lines.

1 Space between lines  
1 Space between lines  
1 Space between lines

1.5 Space between lines  
1.5 Space between lines  
1.5 Space between lines

2 Spaces between lines  
2 Spaces between lines  
2 Spaces between lines

# The presentation of the contents (III)

Use correct **List Items** → Don't use "-"

- Item 1
- Item 2
- Item 3

**CORRECT**

1. Item 1
2. Item 2
3. Item 3

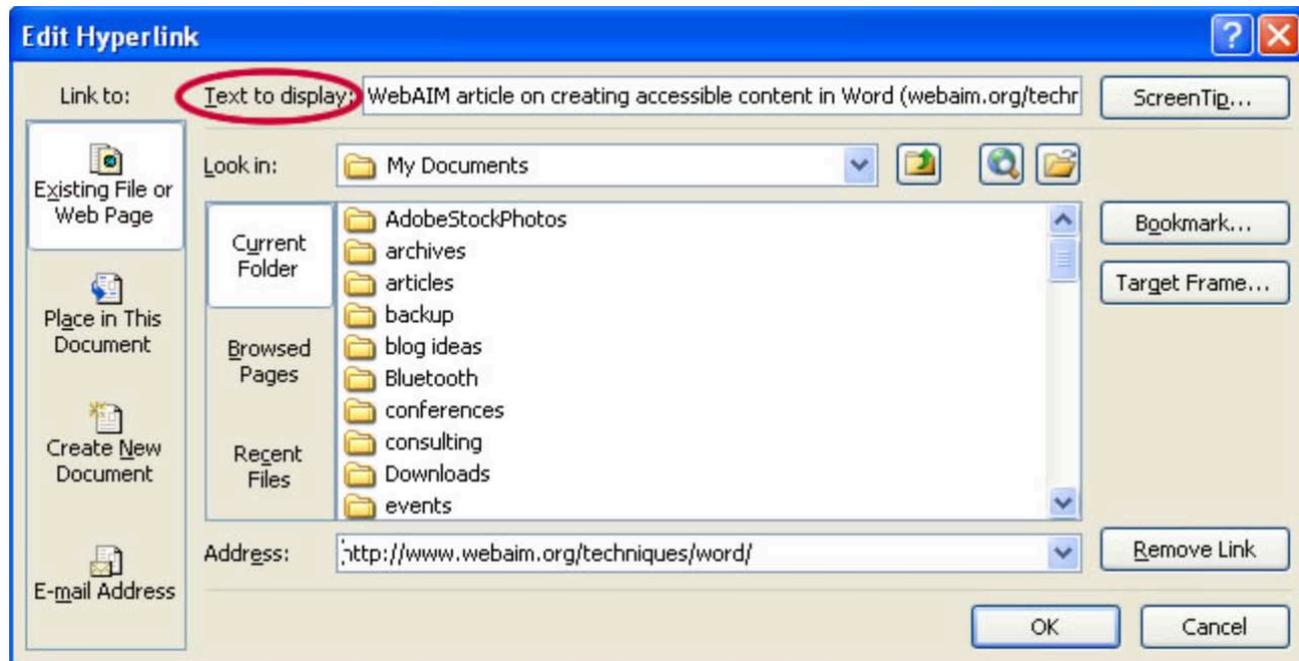
**CORRECT**

- Item 1
- Item 2
- Item 3

**WRONG**

# The presentation of the contents (IV)

- Use **correct links** → Provide them of a description if it is necessary.

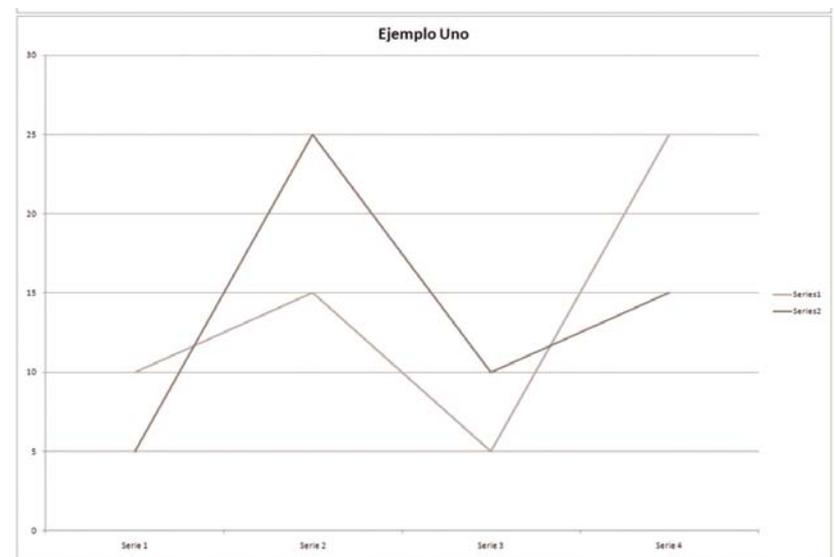
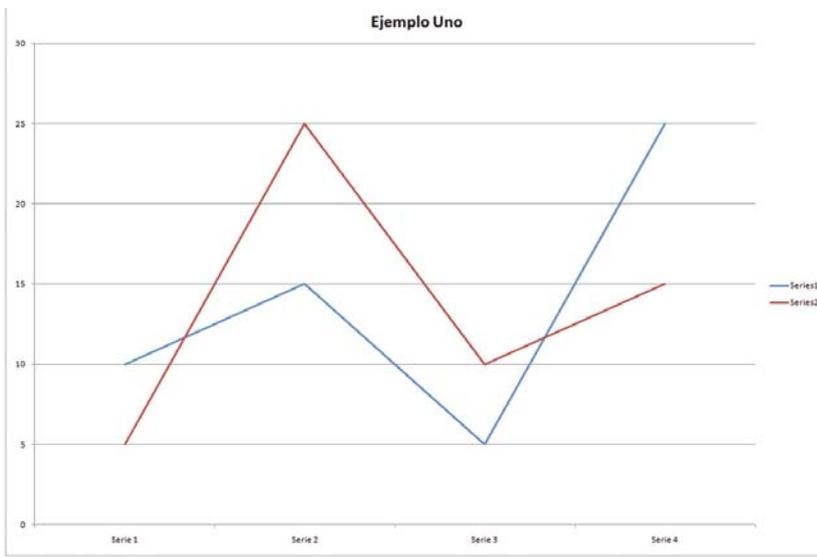


# The presentation of the contents (V)

- Create **accessible tables**.
  - Use simple structured tables.
  - Don't use blank cells to give format to the table.
  - Present the information in a logical order (left to right, top to bottom).
  - Add an alt text that describes the table and how to navigate through it.
  - Provide column headings.
    1. Right Click on the table.
    2. Table Tools Design tab → in the Table Style Options group → select the Header Row check box.
    3. Add your header information.

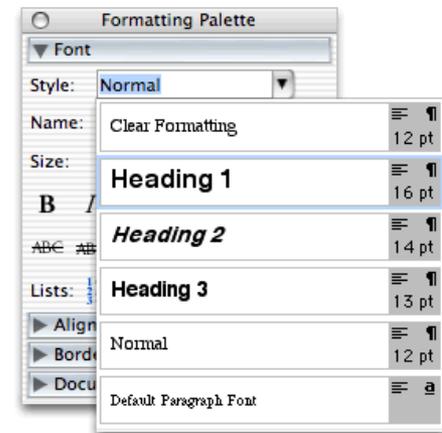
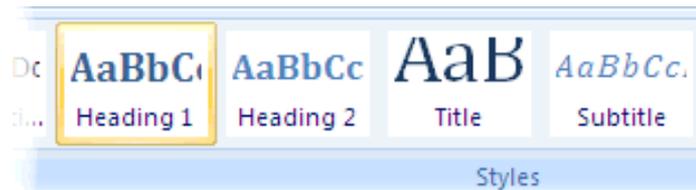
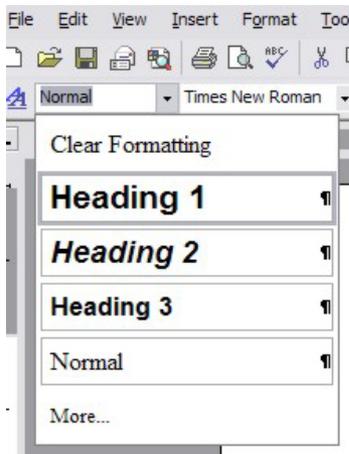
# The presentation of the contents (VI)

- Create **accessible graphics**.
- Take care of the colors used in the graphics.



# Creating a document (I)

- Create a good **Heading Structured** → Use Office/Openoffice Styles .



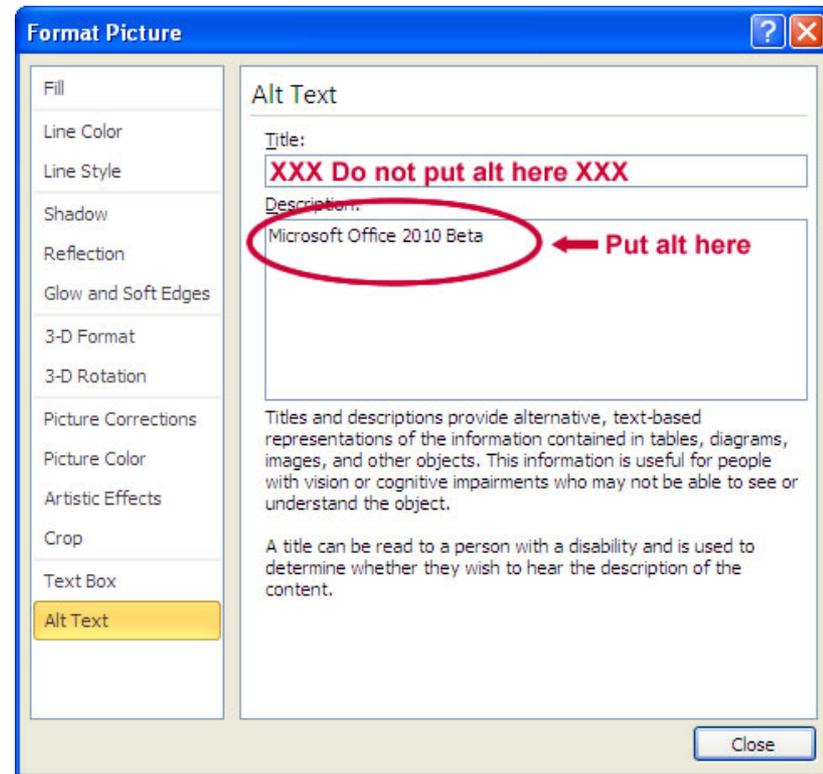
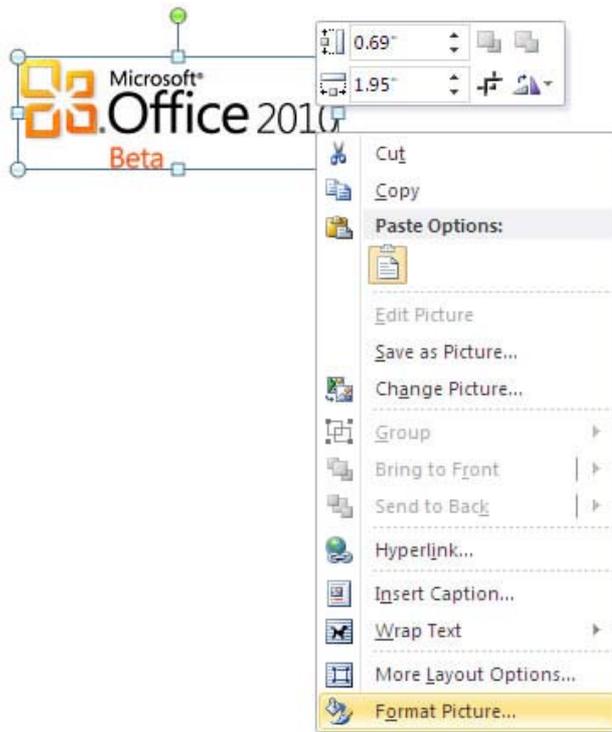
- Use short titles.

# Creating a document (II)

- Add **Alternative Text to Images**

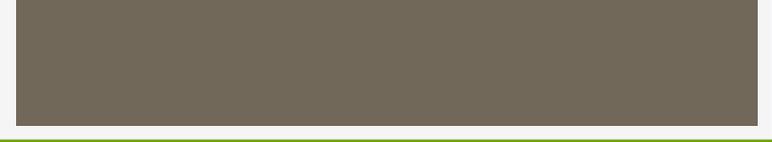
- It should be short.
- Don't start with "Image of" or "Picture of".
- Add the context only when necessary.
- If the image contains relevant text, put it in the alternative text.
- When the image is a chart, the alt text must be as complete as possible

# Creating a document (III)

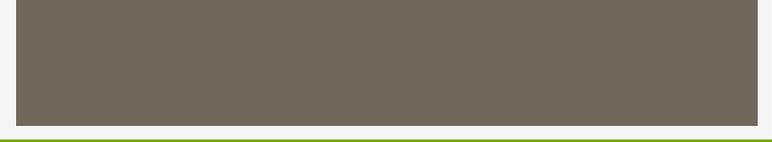


# Creating a document (IV)

- Correct **use of columns** → Don't use a table to make different columns.
- Avoid using repeated blank characters. Use **page jumps** and correct format for **paragraphs**.
- Define the language of the document.



# How to check the accessibility with Acrobat



# Videos in a MOOC

- Complement the videos with
  - synchronized text transcription
  - audio description
  - subtitles and/or
  - sign language description.
- Make transcriptions for Podcasts.

# Subtitles

The subtitles should:

- Appear at the same time as the sound is being played.
- Ensure all important audio information has been captured.
- Appear on the screen for enough time for them to be read.
- Ensure the contrast between background and caption text colour is enough.
- Have no periods without captions.
- Attribute speech to a particular speaker.

# Audiodescription

Audiodescription describes body language, expressions and movements, making the visual actions clear through sound during the natural pauses in the audio

# Transcription

A quality transcript should include speaker identification as well as the description of sound effects, music, and other notations that promote comprehension when the audio cannot be heard.

Contact me for further  
explanations:

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