

Procedure

The Office of Accessibility supports the procurement of accessible information technology under Section 508 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 along with its 2008 Amendments. Wherever practicable, the City of Colorado Springs shall procure information technology that meets accessibility requirements as specified by the Web Content Accessibility Guidelines (WCAG 2.0).

The assessment tool applies to all solicitations, responses thereto, and contracts for websites, web applications, software systems, electronic documents, e-learning, multimedia, and programmable user interfaces wherever practicable. It covers the technology's user interface, access and content; but does not cover content that a user may encounter after leaving the covered technology (example: links to other web content). It applies to all technology interfaces that are intended for use by citizens, employees, and visitors of the City of Colorado Springs.

Procedure: In order to facilitate the procurement of accessible information technology, the following three steps shall be implemented for all products and services that fall within the scope of this procedure as described above:

Step 1. Solicit accessibility information. City of Colorado Springs bidders and vendors shall be required to demonstrate that information technology provided to the City of Colorado Springs conforms to or addresses each of the World Wide Web Consortium's Web Content Accessibility Guidelines (WCAG) 2.0, Level AA success criteria wherever demonstrating such performance is practicable. Vendors may do so by providing any of the following:

1. an independent third party evaluation from an accessibility consultancy
2. a completed copy of this [Accessibility Checklist](#) or outline of conformance with the City's Functional Conformance Statements as defined in Part A of this document
3. a Voluntary Product Accessibility Template (VPAT). If a VPAT is used, it must use the VPAT 2.0 template, which is based on WCAG 2.0 Level AA. The VPAT 2.0 template is available from the Information Technology Industry Council at <http://www.itic.org/policy/accessibility>.

Step 2. Validate accessibility information received. Wherever practicable, the Office of Accessibility, in consultation with the City of Colorado Springs Office of Procurement, will attempt to validate the information provided by bidders and vendors, by

- (a) obtaining additional information from the bidder or vendor to develop a complete and thorough understanding of the accessibility of the product or service;
- (b) consulting with independent third parties who have evaluated the product or service for accessibility; or
- (c) conducting an internal evaluation of the accessibility of the product or service

Step 3. Include accessibility assurances in contracts. The following contractual language should be inserted in contracts for the procurement of websites, web applications, software systems, electronic documents, e-learning, multimedia and programmable user interfaces wherever practicable:

Accessibility. Vendor represents that it is committed to promoting and improving accessibility of all its products and will remain committed throughout the term of this Agreement. If the Products and Services are not in conformance with all applicable federal and state disability laws, policies, and regulations as of the Effective Date, Vendor shall negotiate a timeline and plan with Customer to update the Products and Services so as to be in conformance therewith. In the event any issues arise regarding Vendor’s compliance with applicable federal or state disability laws, policies and regulations, Customer may send communications to Vendor as specified in the “Notices” provision of this contract and Vendor will assign a person with accessibility expertise to reply to Customer within two business days.

Explanation of the “Accessibility Checklist” table columns:

“WCAG 2.0 Success Criteria” includes all success criteria and accessibility requirements of the Web Content Accessibility Guidelines that may apply to the ICT product or service.

“Notes” is for brief notes by the procuring authority about the requirements or other information that may need to be added.

“Met (Y/N)” should be included ONLY where the procurer wishes to use Functional Accessibility Requirements as Award Criteria; the criteria should be based on the number of listed requirements which are fully met. It is to be filled in by the supplier.

“Not Applicable” may be used by the supplier to note if this Functional Accessibility Requirement does not apply to (as opposed to is not met by) the offered solution.

“Explanations” is where the supplier can note explanations for any of the proceeding columns.

Part A – Functional Performance Statements

These are the core aspects that the offered product / service must meet, either by meeting the relevant Functional Accessibility Requirements listed in Part B, or outlining how the product / service would fulfil these statements.

- **Usage without vision:** Where ICT provides visual modes of operation, some users need ICT to provide at least one mode of operation that does not require vision.
- **Usage with limited vision:** Where ICT provides visual modes of operation, some users will need the ICT to provide features that enable users to make better use of their limited vision.
- **Usage without perception of color:** Where ICT provides visual modes of operation, some users will need the ICT to provide a visual mode of operation that does not require user perception of color.
- **Usage without hearing:** Where ICT provides auditory modes of operation, some users need ICT to provide at least one mode of operation that does not require hearing.
- **Usage with limited hearing:** Where ICT provides auditory modes of operation, some users will need the ICT to provide enhanced audio features.
- **Usage without vocal capability:** Where ICT requires vocal input from users, some users will need the ICT to provide at least one mode of operation that does not require them to generate vocal output.
- **Usage with limited manipulation or strength:** Where ICT requires manual actions, some users will need the ICT to provide features that enable users to make use of the ICT through alternative actions not requiring manipulation or hand strength.
- **Usage with limited reach:** Where ICT products are free-standing or installed, the operational elements will need to be within reach of all users.
- **Minimize photosensitive seizure triggers:** Where ICT provides visual modes of operation, some users need ICT to provide at least one mode of operation that minimizes the potential for triggering photosensitive seizures.
- **Usage with limited cognition:** Some users will need the ICT to provide features that make it simpler and easier to use.
- **Privacy:** Where ICT provides features that are provided for accessibility, some users will need their privacy to be maintained when using those ICT features that are provided for accessibility.

Part B – Functional Accessibility Requirements

The following Accessibility User Statements and Functional Accessibility Requirements are applicable to the Functional Performance Statements above. If a solution meets all of these it is to be considered to have met the Functional Performance Statements and is there deemed to conform with existing requirements. Note: Web pages that conform to WCAG 2.0 Level AA are deemed to have met the web content requirements of Section 508 of the Rehabilitation Act.

Accessibility User Stories

- As a screen reader user I want to hear the text equivalent for each image button so that I will know what function it performs.
- As a screen reader user I want to hear the text equivalent for each image conveying information so that I don't miss any information on the page.
- As a screen reader user I want to have access to text alternatives for pre-recorded contents, such as transcripts, so that I will not miss information conveyed through video or audio only.
- As a hearing impaired user I want a transcript of the spoken audio so that I can have access to all information provided in audio clips.
- As a hearing impaired user I want to turn on video captions so that I can understand what is being said in videos.
- As a screen reader user I want content that is presented in video without sound or context to be presented in multiple ways so that I do not miss important information.
- As a screen reader user I want to turn on captions for live audio so that I do not miss important information.
- As a screen reader user I want audio descriptions for prerecorded video so that I do not miss information intended for sight.
- As a screen reader user I want design teams to use proper W3 language specification so that content is accessible to assistive technology and can be programmatically determined.
- As a screen reader user I want the reading order of content to be programmatically determined so that content presented follows the correct reading sequence.
- As a citizen with a disability I want information conveyed to me to not rely on solely on sensory characteristics so that I understand the importance of all information.
- As a user who is color blind I want to have access to information conveyed in color so that I do not miss anything and understand the content.
- As a user with a cognitive disability I want to have the ability to start and stop media so that I can focus on the task at hand. (Audio)
- As a user who is color blind I want to have access to information conveyed in color so that I do not miss anything and understand the content. (Contrast)
- As a user who has trouble reading due to low vision I want to be able to make the text larger on the screen so that I can read it.
- As a Key-board only user I want to be able to reach the main navigation links with a keyboard so that I can determine different areas of the site.
- As a Key-board only user I want the ability to reach all links (text or image), form controls and page functions with a keyboard so that I can perform an action or navigate to the place I choose.
- As a user with a cognitive disability I want to control media so that I can focus on the task at hand.

Accessibility User Stories

- As a user with a seizure disorder I want animations and other types of rendering of flashing media to be modified so that three flashes or more do not occur in any one-second period.
- As a keyboard-only user I want the ability to skip repetitive information so that I can access main content in a timely manner.
- As a Keyboard-only user I want the ability to use the enter key to open the selected link so that every link on a page is accessible using a keyboard as it would be with a left mouse click.
- As a screen reader user I want to access web pages with proper titles so that I know I am using the proper site and online tools.
- As a Keyboard-only user I want to know where I am on the screen at all times so that I know what I can do and how to do it.
- As a screen reader user I want to know what each link means so that I can have a reasonable expectation as to what information it will lead to and where it will take me.
- As a screen reader user I want the ability to reach content within a site in multiple ways, such as search mechanisms, links between web pages, and breadcrumbs, so that I can locate content in a manner that meets my needs.
- As a screen reader user I want to know what the column and row headers for each table cell are so that I can understand the meaning of the data.
- As a screen reader user I want to know which form fields are required so that I can fill out the form.
- As a screen reader user I want to know what information is a heading so that I can navigate relevant information.
- As a screen reader user I want proper labels to be used so that I know what information is needed from me.
- As a Keyboard-only user I want to know where I am on the screen at all times so that I know what I can do and how to do it.
- As a screen reader user I want design teams to use proper W3 language specification so that content is accessible to assistive technology and can be programmatically determined.
- As a Keyboard-only user I want to navigate a Web page and its contents without losing my place or changing context so that I have the opportunity to take action or not.
- As a screen reader user I want to be notified when Web pages with similar functionality are identified uniquely so that I can navigate the application.
- As a screen reader user I want to be notified when an error may occur or has occurred so that I know what input is needed.
- As a screen reader user I want to be notified when content requires input so that I know what input is needed.
- As a screen reader user I want design teams to use proper W3 language specification so that content is accessible to assistive technology and can be programmatically determined.

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

City of Colorado Springs Accessibility Conformance Report
WCAG Edition
SEPTEMBER 2019

Name of Product/Version:

Product Description:

Report Date:

Contact Information:

Notes:

Evaluation Methods Used:

Applicable Standards/Guidelines:

This report covers the degree of conformance for the following accessibility standard/guidelines:

<u>Standard/Guideline</u>	<u>Included In Report</u>
Web Content Accessibility Guidelines 2.0	Level A (Yes / No) Level AA (Yes / No) Level AAA (Yes / No)
Web Content Accessibility Guidelines 2.1	Level A (Yes / No) Level AA (Yes / No) Level AAA (Yes / No)

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a screen reader user I want to hear the text equivalent for each image button so that I will know what function it performs.
- As a screen reader user I want to hear the text equivalent for each image conveying information so that I don't miss any information on the page.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.1.1 Non-text content All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below (visit Understanding 1.1.1).				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want to **have access to text alternatives for pre-recorded contents, such as transcripts, so that I will not miss information conveyed through video or audio only.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>1.2.1 Provide alternatives for time-based media.</p> <p>For pre-recorded audio-only and prerecorded video-only media, the following are true, except when the audio or video is a media alternative for text and is clearly labeled as such.</p> <p>Prerecorded Audio-only: An alternative for time-based media is provided that presents equivalent information for prerecorded audio-only content.</p> <p>Prerecorded Video-only: Either an alternative for time-based media or an audio track is provided that presents equivalent information for prerecorded video-only content.</p>				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **hearing impaired user** I want a **transcript of the spoken audio** so that I can have access to all information provided in **audio clips**.
- As a **hearing impaired user** I want to **turn on video captions** so that I can understand what is being said in **videos**.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.2.2 Captions (Prerecorded) Captions are provided for all prerecorded audio content in synchronized media, except when the media is a media alternative for text and is clearly labeled as such.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **content that is presented in video without sound or context to be presented in multiple ways** so that **I do not miss important information.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.2.3 Audio Description or Media Alternative (Prerecorded) An alternative for time-based media or audio description of the prerecorded video content is provided for synchronized media, except when the media is a media alternative for text and is clearly labeled as such.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **to turn on captions for live audio** so that **I do not miss important information.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.2.4 Captions (Live) Captions are provided for all live audio content in synchronized media.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **audio descriptions for prerecorded video** so that **I do not miss information intended for sight.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.2.5 Audio Description (Prerecorded) Audio description is provided for all prerecorded video content in synchronized media. See Hunger Games Audio Description Example				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a screen reader user I want design teams to use proper W3 language specification so that content is accessible to assistive technology and can be programmatically determined.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.3.1 Info and Relationships Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a screen reader user I want **the reading order of content to be programmatically determined** so that **content presented follows the correct reading sequence.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.3.2 Meaningful Sequence When the sequence in which content is presented affects its meaning, a correct reading sequence can be programmatically determined.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **citizen with a disability** I want **information conveyed to me to not rely on solely on sensory characteristics** so that I **understand the importance of all information.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.3.3 Sensory Characteristics Instructions provided for understanding and operating content do not rely solely on sensory characteristics of components such as shape, size, visual location, orientation, or sound.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- **As a user who is color blind I want to have access to information conveyed in color so that I do not miss anything and understand the content.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>1.4.1 Use of Color</p> <p>Color is not used as the only visual means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.</p> <p>Note: This success criterion addresses color perception specifically. Other forms of perception are covered in Guideline 1.3, including programmatic access to color and other visual presentation coding.</p>				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **user with a cognitive disability** I want **to have the ability to start and stop media** so that **I can focus on the task at hand.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.4.2 Audio Control If any audio on a Web Page plays automatically for more than 3 seconds, either a mechanism is available to pause or stop the audio, or a mechanism is available to control audio volume independently from the overall system volume level.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **user who is color blind** I want to have access to information conveyed in color so that I do not miss anything and understand the content.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>1.4.3 Contrast (Minimum)</p> <p>The visual presentation of text and images of text has a contrast ratio of at least 4.5:1, except for the following:</p> <ul style="list-style-type: none"> • Large Text: Large-scale text and images of text has 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 				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- **As a user who has trouble reading due to low vision I want to be able to make the text larger on the screen so that I can read it.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
1.4.4 Images of Text Except for captions and images of text, text can be resized without assistive technology up to 200 percent without loss of content or functionality.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **user who has trouble reading due to low vision** I want to be able to make the text larger on the screen so that I can read it.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>1.4.5 Resize Text</p> <p>If the technologies being used can achieve the visual presentation, text is used to convey information rather than images of text except for the following:</p> <ul style="list-style-type: none">• Customizable: The image of text can be visually customized to the user’s requirements;• Essential: A particular presentation of text is essential to the information being conveyed. <p>Note: Logotypes are considered essential.</p>				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **Key-board only user** I want to be able to reach the main navigation links with a keyboard so that I can determine different areas of the site.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.1.1 Keyboard 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.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **Key-board only user** I want **the ability to reach all links (text or image), form controls and page functions with a keyboard** so that I can **perform an action or navigate to the place I choose.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.1.2 No Keyboard Trap If keyboard focus can be moved to a component of the page using a keyboard interface, then focus can be moved away from that component using only a keyboard interface, and, if it requires more than unmodified arrow or tab keys or other standard exit methods, the user is advised of the method for moving focus away.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **user with a cognitive disability** I want **to control media** so that **I can focus on the task at hand.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>2.2.1 Timing Adjustable</p> <p>For each time limit that is set by the content, at least one of the following is true:</p> <ul style="list-style-type: none"> • Turn off: The user is allowed to turn off the time limit before encountering it; or • Adjust: The user is allowed to adjust the time limit before encountering it over a wide range that is at least ten times the length of the default setting; or • Extend: The user is warned before time expires and given at least 20 seconds to extend the time limit with a simple action (for example, "press the space bar"), and the user is allowed to extend the time limit at least ten times; or • Real-time Exception: The time limit is a required part of a real-time event (for example, an auction), and no alternative to the time limit is possible; or • Essential Exception: The time limit is essential and extending it would invalidate the activity; or • 20 Hour Exception: The time limit is longer than 20 hours. 				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **user with a cognitive disability** I want **to control media** so that **I can focus on the task at hand.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>2.2.2 Pause, Stop, Hide</p> <p>Pause, Stop, Hide: For moving, blinking, scrolling, or auto-updating information, all of the following are true: (Level A)</p> <ul style="list-style-type: none"> • Moving, blinking, scrolling: For any moving, blinking or scrolling information that (1) starts automatically, (2) lasts more than five seconds, and (3) is presented in parallel with other content, there is a mechanism for the user to pause, stop, or hide it unless the movement, blinking, or scrolling is part of an activity where it is essential; and • Auto-updating: For any auto-updating information that (1) starts automatically and (2) is presented in parallel with other content, there is a mechanism for the user to pause, stop, or hide it or to control the frequency of the update unless the auto-updating is part of an activity where it is essential. 				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **user with a seizure disorder** I want **animations and other types of rendering of flashing media to be modified** so that **three flashes or more do not occur in any one-second period.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.3.1 Three Flashes or Below Threshold Web pages do not contain anything that flashes more than three times in any one second period, or the flash is below the general flash and red flash thresholds.				

URL:

Need Help?

Contact Office: of Accessibility at 719-385-5185

User Stories:

- As a **keyboard-only user** I want **the ability to skip repetitive information** so that **I can access main content in a timely manner.**
- As a **Keyboard-only user** I want **the ability to use the enter key to open the selected link** so that **every link on a page is accessible using a keyboard as it would be with a left mouse click.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.1 Bypass Blocks A mechanism is available to bypass blocks of content that are repeated on multiple web pages.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- **As a screen reader user I want to access web pages with proper titles so that I know I am using the proper site and online tools.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.2 Page Titled Web pages have titles that describe topic or purpose.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **Keyboard-only user** I want **to know where I am on the screen at all times** so that **I know what I can do and how to do it.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.3 Focus Order If a Web page can be navigated sequentially and the navigation sequences affect meaning or operation, focusable components receive focus in an order that preserves meaning and operability.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **Keyboard-only user** I want **to know where I am on the screen at all times** so that **I know what I can do and how to do it.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.3 Focus Order If a Web page can be navigated sequentially and the navigation sequences affect meaning or operation, focusable components receive focus in an order that preserves meaning and operability.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **to know what each link means** so that **I can have a reasonable expectation as to what information it will lead to and where it will take me.**
- As a **user who is color blind** I want **links to be distinguishable on the page** so that **I can find the links and navigate the site.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.4 Link Purpose (In Context) The purpose of each link can be determined from the link text alone or from the link together with its programmatically determined link context, except where the purpose of the link would be ambiguous to users in general.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a screen reader user I want to know what each link means so that I can have a reasonable expectation as to what information it will lead to and where it will take me.
- As a screen reader user I want the ability to reach content within a site in multiple ways, such as search mechanisms, links between web pages, and breadcrumbs, so that I can locate content in a manner that meets my needs.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.5 Multiple Ways More than one way is available to locate a Web page within a set of Web pages except where the Web page is the result of, or a step in, a process.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want to know what the column and row headers for each table cell are so that I can understand the meaning of the data.
- As a **screen reader user** I want to know which form fields are required so that I can fill out the form.
- As a **screen reader user** I want to know what information is a heading so that I can navigate relevant information.
- As a **screen reader user** I want proper labels to be used so that I know what information is needed from me.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.6 Headings and Labels Headings and labels describe topic or purpose.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **Keyboard-only user** I want **to know where I am on the screen at all times** so that **I know what I can do and how to do it.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
2.4.7 Focus Visible Any keyboard operable user interface has a mode of operation where the keyboard focus indicator is visible.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **design teams to use proper W3 language specification** so that **content is accessible to assistive technology and can be programmatically determined**.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
3.1.1 Language of the Page The default human language of each Web page can be programmatically determined.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **design teams to use proper W3 language specification** so that **content is accessible to assistive technology and can be programmatically determined.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
3.1.1 Language of the Page The default human language of each Web page can be programmatically determined.				
3.1.2 Language of Parts The human language of each passage or phrase in the content can be programmatically determined except for proper names, technical terms, words of indeterminate language, and words or phrases that have become part of the vernacular of the immediately surrounding text.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **Keyboard-only user** I want **to navigate a Web page and its contents without losing my place or changing context** so that I **have the opportunity to take action or not.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
3.2.1 On Focus When any component receives focus, it does not initiate a change of context.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **Keyboard-only user** I want **to navigate a Web page and its contents without losing my place or changing context** so that I **have the opportunity to take action or not.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
3.2.2 On Input Changing the setting of any user interface component does not automatically cause a change of context unless the user has been advised of the behavior before using the component.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a screen reader user I want **to be notified when Web pages with similar functionality are identified uniquely** so that I can **navigate the application.**

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
3.2.4 Consistent Identification Components that have the same functionality within a set of Web pages are identified consistently.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **to be notified when an error may occur or has occurred** so that **I know what input is needed**.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
3.3.1 Error Identification If an input error is automatically detected, the item that is in error is identified and the error is described to the user in text.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **to be notified when content requires input** so that **I know what input is needed**.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
3.3.2 Labels or Instructions Labels or instructions are provided when content requires user input.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **to be notified when an error may occur or has occurred** so that **I know what input is needed**.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>3.3.3 Error Suggestion</p> <p>If an input error is automatically detected and suggestions for correction are known, then the suggestions are provided to the user, unless it would jeopardize the security or purpose of the content.</p>				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **to be notified when an error may occur or has occurred** so that **I know what input is needed**.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
<p>3.3.4 Error Prevention (Legal, Financial, Data)</p> <p>For Web pages that cause legal commitments or financial transactions for the user to occur, that modify or delete user-controllable data in data storage systems, or that submit user test responses, at least one of the following is true:</p> <p>Reversible: Submissions are reversible.</p> <p>Checked: Data entered by the user is checked for input errors and the user is provided an opportunity to correct them.</p> <p>Confirmed: A mechanism is available for reviewing, confirming, and correcting information before finalizing the submission.</p>				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a screen reader user I want design teams to use proper W3 language specification so that content is accessible to assistive technology and can be programmatically determined.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
4.1.1 Parsing In content implemented using markup languages, elements have complete start and end tags, elements are nested according to their specifications, elements do not contain duplicate attributes, and any IDs are unique except where the specifications allow these features.				

URL:

Need Help?

Contact: Office of Accessibility at 719-385-5185

User Stories:

- As a **screen reader user** I want **design teams to use proper W3 language specification** so that **content is accessible to assistive technology and can be programmatically determined**.

WCAG 2.0 Success Criteria	Notes	Met (Y/N)	Not Applicable	Explanations
4.1.1 Name, Role, Value For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies.				