Voluntary Product Accessibility Template ${}^{\rm TM}$

Version 1.2

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Summary Table		
Criteria	Supporting Features	Remarks and explanations
Section 1194.21 <u>Software Applications and</u> <u>Operating Systems</u>	Not applicable	
Section 1194.22 <u>Web-based internet information</u> and applications	Supports with exceptions	
Section 1194.23 <u>Telecommunications Products</u>	Not applicable	
Section 1194.24 <u>Video and Multi-media</u> <u>Products</u>	Not applicable	
Section 1194.25 <u>Self-Contained, Closed</u> <u>Products</u>	Not applicable	
Section 1194.26 <u>Desktop and Portable</u> <u>Computers</u>	Not Applicable	
Section 1194.31 <u>Functional Performance</u> Criteria	Not Applicable	
Section 1194.41 Information, documentation, and support.	Supports with exceptions	

Return to the top of the page.

Section 1194.21 Software	
Applications and Operating	
Systems	
* Refer to (http://www.access-	
board.gov/sec508/guide/1194.21.	
htm) for details on the guidelines	
listed below.	

Criteria	Supporting Features	Remarks and explanations
keyboard where the function itself or the result of	Equivalent Facilitation	STAT!Ref is a web based application relying on standard web browser navigation features.

(b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.	Supports	STAT!Ref does not modify in any way the settings of the operating system or other software.
(c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes.	Supports through Equivalent Facilitation	Focus is maintained and indicated by the web browser.
(d) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the image must also be available in text.	Supports with Exceptions	TDS has an ongoing review and testing process of STAT!Ref to ensure that all images and input controls comply.
(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.	Supports with Exceptions	TDS has an ongoing review and testing process of STAT!Ref to ensure that all images comply.
(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.	Supports with Exceptions	An extremely small percentage of text in STAT!Ref has been presented using images instead of text for technical reasons.
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Supports	STAT!Ref does not modify in any way the settings of the operating system or other software.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Not Applicable	No information is presented as an animation in the STAT!Ref user interface.
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supports with Exceptions	Matching terms in search results are color coded to indicate the match, but when navigating between matches using the next and previous match buttons, the current match is also highlighted.

(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a	Supports thru Equivalent	STAT!Ref does not preclude the ability to override the
range of contrast levels shall be provided.	Facilitation	STAT!Ref style sheets.
(k) Software shall not use flashing or blinking text, objects, or		There are no blinking or
other elements having a flash or blink frequency greater than 2	Not Applicable	flashing objects are used in
Hz and lower than 55 Hz.		STAT!Ref Online.
(1) When electronic forms are used, the form shall allow people		TDS has an ongoing review
using Assistive Technology to access the information, field	Supports with	and testing process of
elements, and functionality required for completion and	Exceptions	STAT!Ref to ensure that all
submission of the form, including all directions and cues.		forms comply.

Section 1194.22 Web-based
Internet information and
applications
* Refer to (http://www.access-

* Refer to (http://www.accessboard.gov/sec508/guide/1194.22.

htm) for details on the guidelines listed below.

listed below.		
Criteria	Supporting Features	Remarks and explanations
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Supports with Exceptions	TDS has an ongoing review and testing process of STAT!Ref to ensure that alt attributes are included for all appropriate images. Some background decoration images may not include alt attributes.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Does not support.	STAT!Ref does not support an equivalent alternative.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supports with Exceptions	TDS has an ongoing review and testing process of STAT!Ref to ensure that all web pages comply. The exception is that matching terms in search results are only color coded to indicate the match (unless they are the currently selected match in which case they are also highlighted).
ISO THEY are readable without	Supports with Exceptions	STAT!Ref documents are readable without css, but they look terrible that way.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not Applicable	STAT!Ref does not make use of any server-side image maps.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.		STAT!Ref does not make use of any client-side image maps.

(g) Row and column headers shall be identified for data tables.	Does not Support	We do not have data that tags headings at this time. There is no way to do this automatically.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Does not Support	We do not have data that tags sub-headings at this time. There is no way to do this automatically.
(i) Frames shall be titled with text that facilitates frame identification and navigation	Supports with Exceptions	TDS has an ongoing review and testing process of STAT!Ref to ensure that all frames have corresponding title attributes. Some third party products integrated with STAT!Ref may not comply.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Not Applicable	No blinking or flickering is used in STAT!Ref.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.	Supports with Exceptions	TDS has an ongoing review and testing process of STAT!Ref to ensure that all web pages comply.
(1) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.	Supports	
(m) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with Û1194.21(a) through (l).		
(n) When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for	Supports with Exceptions	TDS has an ongoing review and testing process of STAT!Ref to ensure that all forms comply.

completion and submission of the form, including all directions and cues.		
(o) A method shall be provided	a	There are two "skip" links for skipping the top and left
that permits users to skip repetitive navigation links.	Supports	column content which appear when a user tabs using the keyboard.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Supports with Exceptions	The only timed response required of STAT!Ref is continued activity. Idle time by the user will result in the session ending, generally after 10 minutes. While no alert is shown to the user at this time, any activity of the user will update their idle time on the server, including: mouse movements; scrolling with the keyboard, cursor keys, etc.; or scrolling with the mouse.

Note to 1194.22: The Board interprets paragraphs (a) through (k) of this section as consistent with the following priority 1 Checkpoints of the Web Content Accessibility Guidelines 1.0 (WCAG 1.0) (May 5 1999) published by the Web Accessibility Initiative of the World Wide Web Consortium: Paragraph (a) - 1.1, (b) - 1.4, (c) - 2.1, (d) - 6.1, (e) - 1.2, (f) - 9.1, (g) - 5.1, (h) - 5.2, (i) - 12.1, (j) - 7.1, (k) - 11.4. Return to the top of the page.

Section 1194.23 Telecommunications Products * Refer to (<u>http://www.access-</u> board.gov/sec508/guide/1194.23. <u>htm</u>) for details on the guidelines listed below.

C	riteria	Supporting Features	Remarks and explanations
voice communication and which do no shall provide a standard non-acoustic	connection point for TTY's Microphones	Not Applicable	
(b) Telecommunications products whi functionality shall support all common proprietary standard TTY signal proto	nly used cross-manufacturer non-	Not Applicable	
(c) Voice mail, auto-attendant, and interest telecommunications systems shall be	1	Not Applicable	
•	ire a response from a user within a time me interval is about to run out, and shall	Not Applicable	
(e) Where provided, caller identification functions shall also be available for us displays.	ers of TTVs and for users who cannot see	Not Applicable	
(f) For transmitted voice signals, telec	ommunications products shall provide a	Not	

gain adjustable up to a minimum of 20 dB. For incremental volume control, at	Applicable	
least one intermediate step of 12 dB of gain shall be provided.		

(g) If the telecommunications product allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use.	Not Applicable
(h) Where a telecommunications product delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided.	Not Applicable
(i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications product.	Not Applicable
(j) Products that transmit or conduct information or communication, shall pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery.	Not Applicable
(k)(1) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys.	Not Applicable
(k)(2) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 lbs. (22.2N) maximum.	Not Applicable
(k)(3) Products which have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character.	Not Applicable
(k)(4) Products which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound.	Not Applicable

Section 1194.24 Video and Multimedia Products

media Products * Refer to (<u>http://www.access-</u> <u>board.gov/sec508/guide/1194.24.</u> <u>htm</u>) for details on the guidelines listed below.

Criteria	Supporting Features	Remarks and explanations
(a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, widescreen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches	Applicable	

vertically, and stand-alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or display circuitry, shall	
be equipped with caption decoder circuitry which appropriately receives, decodes,	
displays closed captions from broadcast, cable, videotape, and DVD signals.	
(b) Television tuners, including tuner cards for use in computers, shall be	Not
equipped with secondary audio program playback circuitry.	Applicable
(c) All training and informational video and multimedia productions which	
support the agency's mission, regardless of format, that contain speech or other	Not
audio information necessary for the comprehension of the content, shall be	Applicable
open or closed captioned.	
(d) All training and informational video and multimedia productions which	
support the agency's mission, regardless of format, that contain visual	Not
information necessary for the comprehension of the content, shall be audio	Applicable
described.	
(e) Display or presentation of alternate text presentation or audio descriptions	Not
shall be user-selectable unless permanent.	Applicable

Section 1194.25 Self-Contained,

Closed Products

* Refer to (http://www.access-

board.gov/sec508/guide/1194.25.

htm) for details on the guidelines listed below.

Criteria	Supporting Features	Remarks and explanations
(a) Self contained products shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology.	Not Applicable	
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not Applicable	
(c) Where a product utilizes touchscreens or contact-sensitive controls, an input method shall be provided that complies with $\hat{U}1194.23$ (k) (1) through (4).	Not Applicable	
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.		
(e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at anytime.	Not Applicable	
(f) When products deliver voice output in a public area, incremental	Not Applicable	

volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the		
environment is above 45 dB, a volume gain of at least 20 dB above		
the ambient level shall be user selectable. A function shall be provided		
to automatically reset the volume to the default level after every use.		
(g) Color coding shall not be used as the only means of conveying		
	Not Applicable	
distinguishing a visual element.		
(h) When a product permits a user to adjust color and contrast		
	Not Applicable	
contrast levels shall be provided.		
(i) Products shall be designed to avoid causing the screen to flicker	Not Applicable	
with a frequency greater than 2 Hz and lower than 55 Hz.		
(j) (1) Products which are freestanding, non-portable, and intended to		
be used in one location and which have operable controls shall		
comply with the following: The position of any operable control shall		
be determined with respect to a vertical plane, which is 48 inches in	Not Applicable	
length, centered on the operable control, and at the maximum	Not Applicable	
protrusion of the product within the 48 inch length on products which		
are freestanding, non-portable, and intended to be used in one location		
and which have operable controls.		
(j)(2) Products which are freestanding, non-portable, and intended to		
be used in one location and which have operable controls shall		
comply with the following: Where any operable control is 10 inches	Not Applicable	
or less behind the reference plane, the height shall be 54 inches		
maximum and 15 inches minimum above the floor.		
(j)(3) Products which are freestanding, non-portable, and intended to		
be used in one location and which have operable controls shall		
comply with the following: Where any operable control is more than		
10 inches and not more than 24 inches behind the reference plane, the	Not Applicable	
height shall be 46 inches maximum and 15 inches minimum above the		
floor.		
(j)(4) Products which are freestanding, non-portable, and intended to		
be used in one location and which have operable controls shall		
comply with the following: Operable controls shall not be more than	Not Applicable	
24 inches behind the reference plane.		
Return to the top of the page.		

Section 1194.26 Desktop and Portable Computers * Refer to (<u>http://www.access-</u> board.gov/sec508/guide/1194.26. <u>htm</u>) for details on the guidelines listed below.

Criteria	Supporting Features	Remarks and explanations
 (a) All mechanically operated controls and keys shall comply with Û1194.23 (k) (1) through (4). 	Not Applicable	
(b) If a product utilizes touchscreens or touch-operated controls, an input method shall be provided that complies with $\hat{U}1194.23$ (k) (1) through (4).	Not Applicable	
(c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not Applicable	
(d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards	Not Applicable	
Return to the top of the page.		

Section 1194.31 Functional Performance Criteria			
Criteria		Supporting Features	Remarks and explanations
(a) At least one mode of operation and retrieval that does not require user vis provided, or support for Assistive Tech people who are blind or visually impa- provided.	ion shall be hnology used by	Supports with Exceptions	JAWS may be used to access the web application.
(b) At least one mode of operation and retrieval that does not require visual a 20/70 shall be provided in audio and e output working together or independe Assistive Technology used by people impaired shall be provided.	cuity greater than enlarged print ntly, or support for	Supports with Exceptions	Screen magnification software may be used to access the web application.
(c) At least one mode of operation and retrieval that does not require user hea provided, or support for Assistive Tech people who are deaf or hard of hearing	aring shall be hnology used by	Supports with Exceptions	There are audio pronunciations in one of the dictionary titles on STAT!Ref, but text pronunciations are also available. Transcriptions are generally NOT available for videos, however.
(d) Where audio information is imporproduct, at least one mode of operation retrieval shall be provided in an enharfashion, or support for assistive hearing provided.	n and information need auditory	Not Applicable	Web sites do not have control over this.
(e) At least one mode of operation and	l information	Not	Web application does not require speech

retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.	Applicable	for operation of STAT!Ref.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Not Applicable	Web application does not require fine motor control.

Section 1194.41 Information, documentation, and support.

documentation, and support.		
Criteria	Supporting Features	Remarks and explanations
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge.	Supports with exceptions	Support documentation is available in product via help menu. Additional formats include PDF, PowerPoint, and Flash demo and. Microsoft Word documents are available upon request.
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Does not support	Can be made available upon request.
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supports	Support services can be provided via phone, email and text messaging.

Return to the top of the page.





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