

## Accessibility Checklist for DCCCD Online Courses

This checklist will be used to determine if the online course format and other required course materials are accessible to students with disabilities. This checklist does not evaluate the subject matter or course content. Questions or comments? Email: David [drwood@dcccd.edu](mailto:drwood@dcccd.edu)

<b>Name of Course:</b>	<b>Instructor:</b>	<b>College:</b>	<b>Course website:</b>	<b>Term:</b>
Does the course use consistent layout and navigation?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Does the course use audio files?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Is the audio clear and audible?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Are transcripts for audio files available?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Does the course use video files?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Are the videos captioned?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Is the video window resizable?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Is there descriptive alt tags provided for all graphics?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Does the course require real time chats?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Is the text font easily read?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Is there use of contrasting colors and simple backgrounds?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Are descriptive and meaningful links used? (not, click here)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Are there Powerpoint presentations?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Do the Powerpoints have text versions available?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Is the course accessible on both Mac and PC?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Is there a link to institutions ADA Policy & ADA Office?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
Does the course meet W3C guidelines <a href="http://www.w3.org">www.w3.org</a> ?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Notes:		
<b>Evaluator:</b>	<b>Email:</b>	<b>Phone:</b>	<b>Date:</b>	

### Additional Tips:

- Avoid image maps, they are not accessible to screen readers for the blind.
- Using multiple input options for information (such as captioning and audio). This aids in learning for all students and provides for a more universally designed course.
- For more information on standards and online validation tools visit [www.w3c.org](http://www.w3c.org) .