Text
Size, Spacing, Type, Color

Captions

Headings

Hyperlinks

Lists

Images

WCAG Success Criterion 1.4.8 Visual Presentation

Level AAA

For the visual presentation of blocks of text, a mechanism is available to achieve the following:

- Foreground and background colors can be selected by the user.
- Text is not justified (aligned to both the left and the right margins).
- Line spacing (leading) is at least space-and-a-half within paragraphs, and paragraph spacing is at least 1.5 times larger than the line spacing.
- Text can be resized without assistive technology up to 200 percent.

Lexend Deca

San-Serif Font

Amatic SC

Cedarville Cursive

Mystery Quest

Serif Font

Lexend Deca

Amatic SC

Cedarville Cursive

Mystery Quest

Text - Font Type / Font Size

How easy is this text to read? Examine the spacing between the lines.

How easy is this text to read? Examine the spacing between the lines.

Text - Text Spacing

Text - Use of Color / Contrast

You can put dark text on a light background.

You can put light text on a dark background.

Refrain from monochromatic color schemes with background and text combinations or using red/green. Contrast should be at least 4.5:1.

Headings & Lists

WCAG Success Criterion 2.4.6 Headings and Labels

- Level AA
- Headings and labels describe a topic or a purpose

WCAG Success Criterion 1.3.1 Info and Relationships

- Level A
- When items appear in a list, use ordered or unordered list tools to convey the relationship

Headings

- Use headings to organize content
- Assists those using screen reader and other accessible tools in page and document navigation
- Use or apply headings in numerical order.
  - Edit the style after you apply headings if you would like a specific font size or color.

Headings - How Does It Look?

- # <H1> Title/What's most important
- ## <H2> Subtitle/What's important
- ### <H3> Subheading/Not as important
  - <p> Paragraph - the additional explanation information

Heading 1

Heading 2

Heading 3

Heading 4

Types of Literature (Title/H1)

Fictional Literature (H2)

Folk Literature (H3)

Fairy Tales (H4)

Goldilocks and the Three Bears

Goldilocks and the Three Bears. This is a 19th-century English fairy tale of which three versions exist. The original version of the tale tells of an obscene old woman who enters the forest home of three anthropomorphic bachelor bears while they are away. She eats some of their porridge, sits down on one of their chairs and breaks it, and sleeps in one of their beds. When the bears return and discover her, she wakes up, jumps out of the window, and is never seen again. The second version replaces the old woman with a young girl named Goldilocks, and the third and by far best-known version replaces the bachelor trio with a family of three. (Source: Wikipedia ↪)

Tall Tales (H4)

Paul Bunyan

Paul Bunyan is a giant lumberjack and folk hero in American and Canadian folklore. His tall tales revolve around his superhuman labors, and he is customarily accompanied by Babe the Blue Ox, his pet and working animal. The character originated in the oral tradition of North American loggers and was later popularized by freelance writer William B. Laughead (1882–1958) in a 1916 promotional pamphlet for the Red River Lumber Company. He has been the subject of various literary compositions, musical pieces, commercial works, and theatrical productions. His likeness is displayed in a number of oversized statues across North America. (Source: Wikipedia ↪)

Lists

Use the "duck rule"

- Use lists to organize content
- Ask:
  - Does it look like a list?
  - Is it organized like a list?
  - Does it sound like a list?
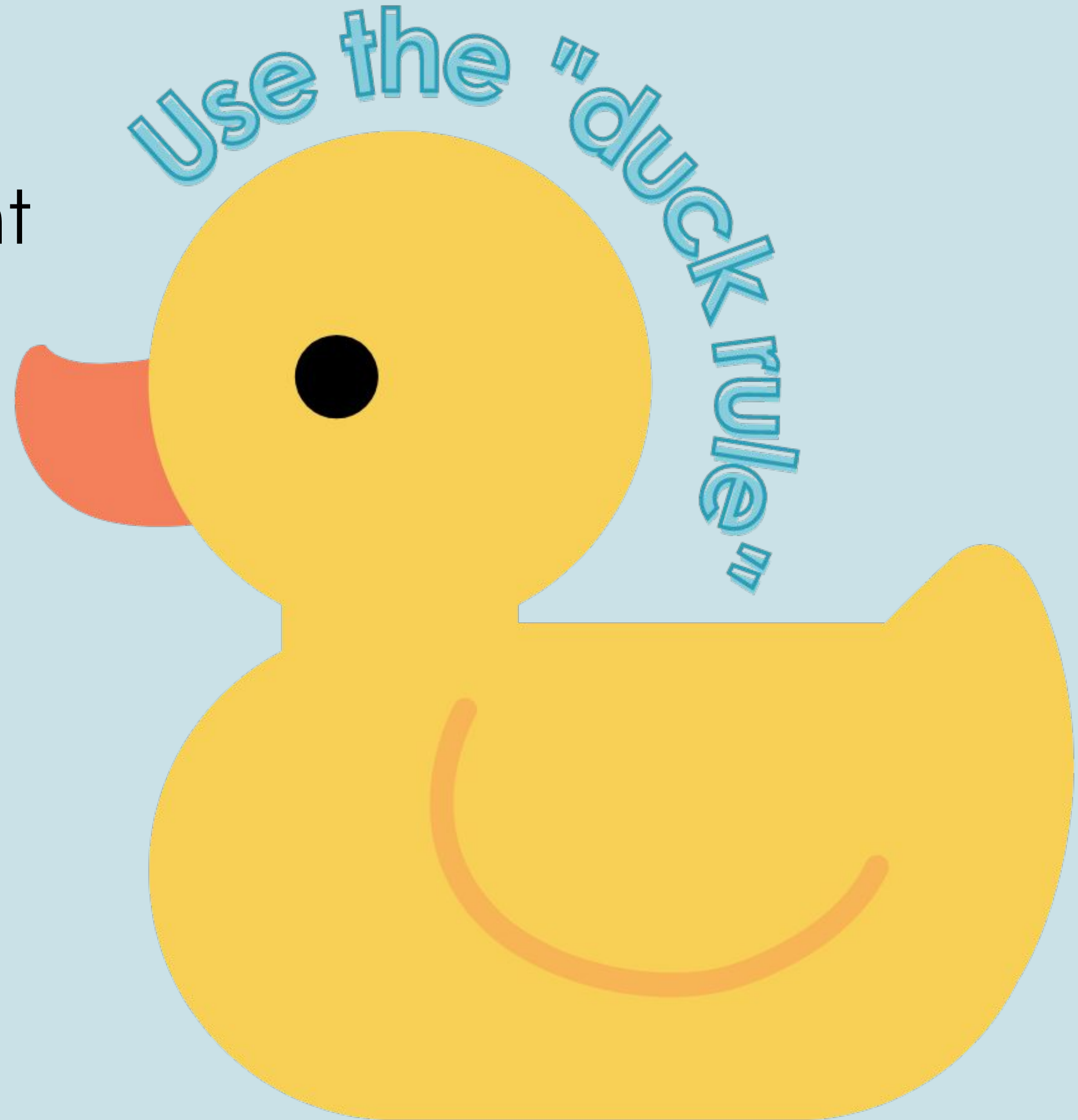
2. A syllabus with text embedded as listed in the
   1. View the Course Development Checklist
      Faculty Guide for information that you'll r
   2. Don't know what to include in your Syllab
      District Syllabi.
   3. Syllabus text should be copied and pasted
      that appears when Syllabus is selected fro
      A hyperlinked document may be provided
      on the page due to accessibility.
   4. You may copy and use the Syllabus Canva

4. An "Introduce Yourself" discussion board for students as a
   community building activity.
   1. Be sure to include:
      1. An opportunity for students to introduce themselv
      2. An opportunity for students to share information c
         to a classmate)
      3. The technical help directions for responding to a D
   2. You may use the Canvas Course Template for Discussi
      in the Instructional Resources Hub.
      - Template 1
      - Template 2
   3. Locate this item in the Getting Started/Start Here mod
      published.

Before you register, you can search for classes to build your class
schedule for your semester.

Visit the academic calendar to find important dates for specific
sessions.

To search for classes and build your schedule,
   1. Log in to MyTCCTrack.
      o If you need help logging in, visit our student login and
        password help page.
   2. Go to Student Planning.
   3. Go to Prepare to Register (Go to My Progress and View
      Program Requirements).
   4. Find a course in your degree plan.

Lists - How Does It Look? Ordered List

Ordered List

1. Learning outcome 1
2. Learning outcome 2
3. Learning outcome 3

Course Formatting Tip Sheets
- Text & Headings
- Links
- Images
- Video & Audio
- Adding Resources (docs, pdfs
- Quiz Settings
- Discussion Settings

Computer and Internet:
- Assignments, quizzes and exams will be completed online through Canvas. Therefore, students must have access to a computer and reliable Internet access for this course.
- If you don't have access to a computer to take upcoming classes online, TCC has computer devices for loan. For more information please visit https://www.tccd.edu/services/campus-resources/device-loan/

Student Help Desk and Tech Support
- TCC Student 24/7 Help Desk 817-515-8324
- Respondus Help Desk and Student Support
  - Respondus Student Resources
  - Live Chat Help for Respondus Monitor
  - Canvas Classic Quizzes
  - Canvas New Quizzes

Campus Resources
- Campus Resources - Find resources available c bookstores, libraries, fitness centers, food serv
- Bookstores
- Libraries
- Student IDs
- Campus Resources
- District Admissions & Records Office - Keep u TCC, including how to access your grades, upd transcript.

Lists - How Does It Look? Unordered List

Unordered List
- Bullet point 1
- Bullet point 2
- Bullet point 3

WCAG Success Criterion 2.4.4 Link Purpose (In Context)

- Level A
- The purpose of each link can be determined from the link text alone or from the link text together with its programmatically determined link context, except where the purpose of the link would be ambiguous to users in general.

Assignments, quizzes and exams will be completed online through Canvas. Therefore, students must have access to a computer and reliable Internet access for this course.

If you don't have access to a computer to take upcoming classes online, TCC has computer devices for loan. For more information please visit https://www.tccd.edu/services/campus-resources/device-loan/

Student Help Desk and Tech Support

- TCC Student 24/7 Help Desk 817-515-8324
- Respondus Help Desk and Student Support
  - Respondus Student Resources
  - Live Chat Help for Respondus Monitor
  - Canvas Classic Quizzes
  - Canvas New Quizzes
- Virtual Desktop Infrastructure (VDI)
  - Log in to VDI

Links: Let's Take a Look

Screen reader users have limited ways to easily navigate and scan a page. One of the most common techniques is to pull out a list of links (and the link text only, no enclosing sentence, paragraph etc) and determine the cont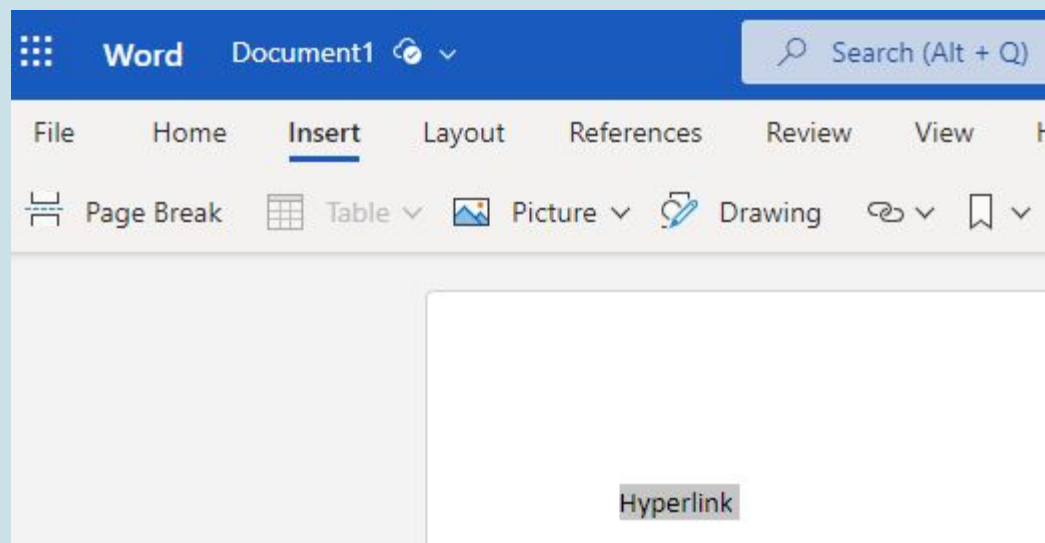ent of the page and where to go from there. Alternatively, screen reader users scan a page by tabbing from link to link (without reading the text in-between).

When Creating Hyperlinks...

Use:

- The link option offered in the tool to create a link.
- CTRL+K (Windows) or CMD+K (Mac) after highlighting text to add a link.
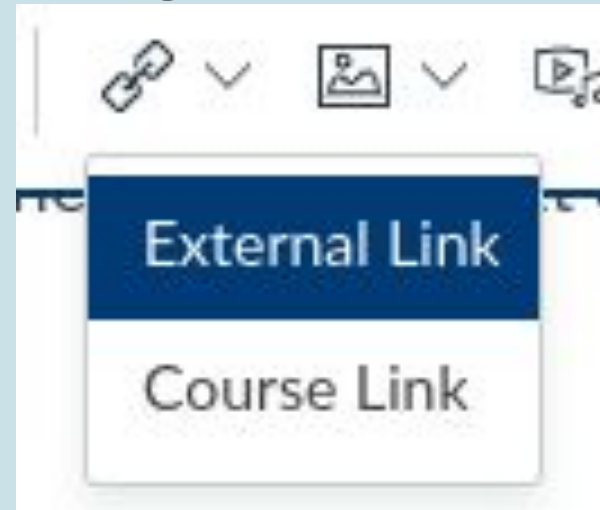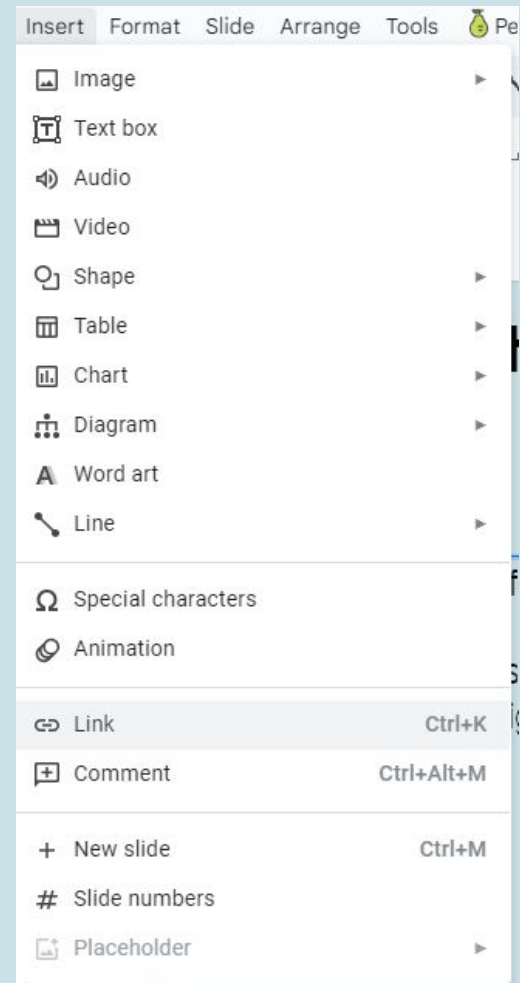
Avoid Using Phrases Such As:

- Click for details
- Click here
- Find out more
- Here
- Learn more
- More
- Read more
- The link below...
- The following link...

Applying Headings, Links, and Lists:
Compare Two Versions of the Same Document

How to transition from paper to digital

https://service.tccd.edu/TDClient/30/Portal/KB/ArticleDet?ID=701

The guide linked above will take you through the following processes.

-Inventory your documents

-Think about retention (what may I delete?)

-Develop a standardized naming convention

-Decide where to store your information

-Assign responsibilities

-Develop a timeline for your project

-Let the Information Management team help

How to transition from paper to digital

TCCD Knowledge Base - Transferring Paper Files to Digital

Provides information on the following topics:

- Inventory your documents
- Think about retention (what may I delete?)
- Develop a standardized naming convention
- Decide where to store your information
- Assign responsibilities
- Develop a timeline for your project
- Let the Information Management team help

Version 1 (left): Original without headings, hyperlinked text, or bulleted list applied
Version 2 (right): Updated includes heading, hyperlinked text, and bulleted list of items

Images
(Alternative Text or Alt Text)
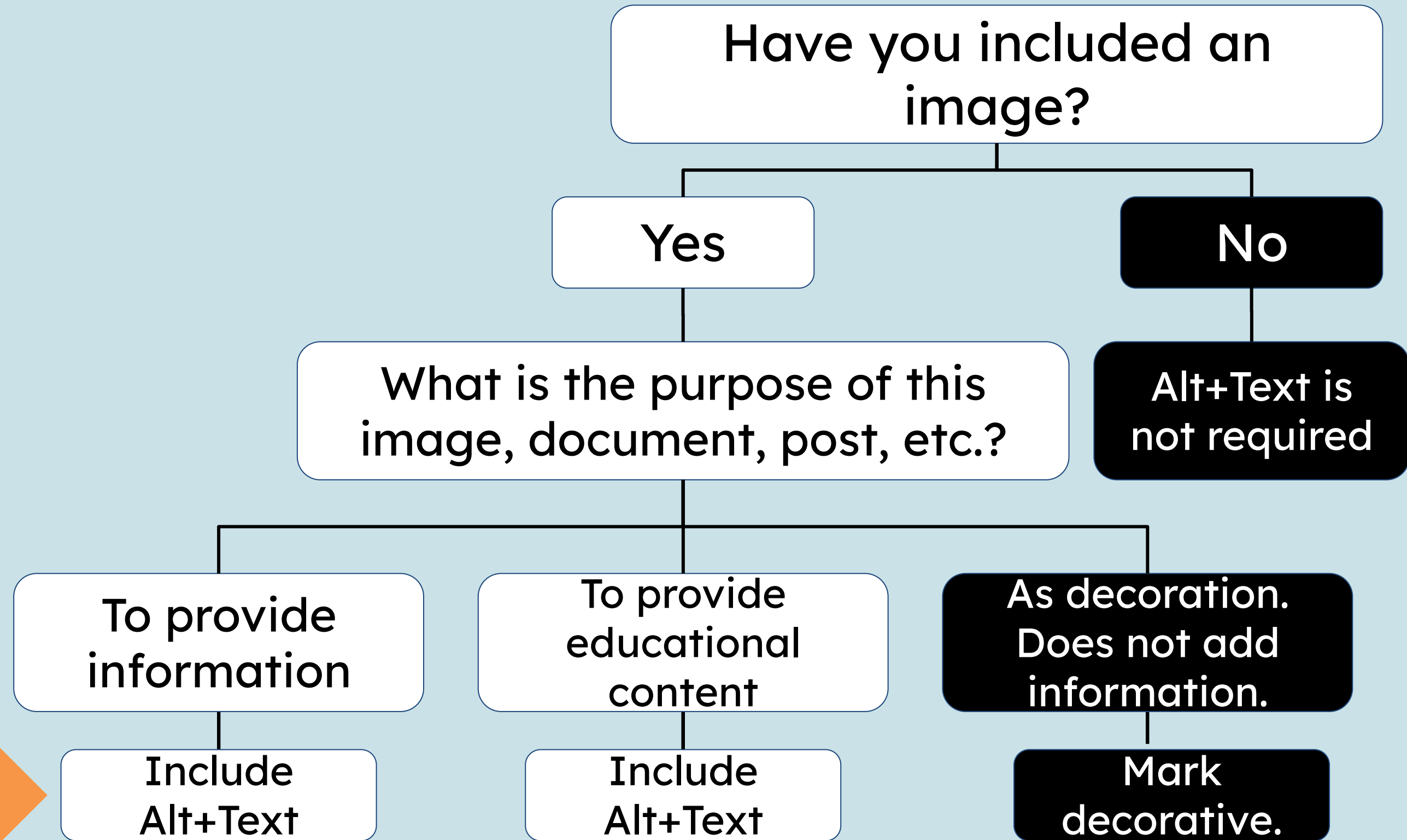
WCAG Success Criterion 1.1.1 Non-Text Content

Level A

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:

- Controls; Input
- Time based media
- Test
- Sensory
- CAPTCHA
- Decoration; Formatting; Invisible

Images (Alt Tag)

- Alt Tag Definition
- Suggested Length
- Long Descriptions
- Decorative Images
- Image Context

Use the Alt+Text Decision Tree to help you decide if Alt+Text is needed.

Have you included an image?

Yes

No

Alt+Text is not required

What is the purpose of this image, document, post, etc.?

To provide information

To provide educational content

As decoration. Does not add information.

Include Alt+Text

Include Alt+Text

Mark decorative.

Alt Text: General

A Hispanic woman with brunette hair wearing a blue blouse, white blazer, a strand of pearls and pearl earrings.

Alt Text: Local News

Dr. Elva LeBlanc, named Chancellor by TCC Board of Trustees

Alt Text: HSI

Dr. Elva LeBlanc, a Hispanic woman, serves as Tarrant County College District Chancellor

Alt+Text: Let's look at an example.

Let's play a game

Are we THERE yet?

What do you think of when I say…

Ram

?

What do you think of when I say…

Mustang

?

What do you think of when I say...

Explorer

?

Resources

- WAVE
- Color Safe
- Color Contrast Checker - WebAIM
- Color Oracle (Color blindness)
- Checking Color Contrast on Images

- ABCs (Accessibility Basics for Connect Campus staff)
- Accessibility Digital Resources Checklist Google Sheets
- Accessibility Digital Resources Google Form
- WCAG Cheat Sheet

- Jobs Access With Speech (JAWS)
- NonVisual Desktop Access (NVDA)
- Orca
- Microsoft Narrator
- Apple VoiceOver
- ChromeVox