

Accessible content creation for library staff

Learn to Enable Digital for Everyone

www.LearnToEnable.co.uk



This GAAD session will cover

- What is inclusive digital content and why it is important?
- An overview of some simple concepts to learn and apply



Global Accessibility
Awareness Day

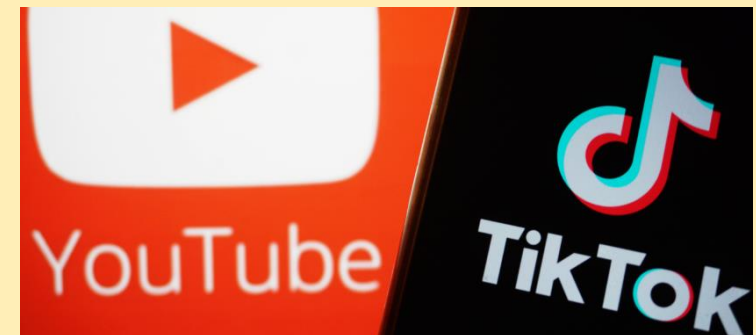
Let's start with a quick question...

What digital content have you created this week and how often?

- Documents
- Presentations
- Posters
- Emails
- Social media posts
- Video content
- VLE/Intranet

In the libraries:





















How many times are you asked to help others?



Helping you to help others

All of us can make content accessible

- There are some **very basic everyday principles** that everyone can learn and apply
- **Solve for one, extend to many** from the [Microsoft Inclusive Design Toolkit](#) (Permanent, temporary and situational)
- Think of it as skills for good practice and formatting that helps everyone

	Permanent	Temporary	Situational	Travel
Touch	 One arm	 Arm injury	 New parent	 Inaccessible flights
See	 Blind	 Cataract	 Bright lights	 Distracted driver
Hear	 Deaf	 Ear infection	 Bartender	 Noisy train station
Speak	 Non-verbal	 Laryngitis	 Speaking a new language	 New country, different language
Think	 Dyslexic	 Migraine	 Overloaded	 Stressed over cancelled flight

Examples to discuss...

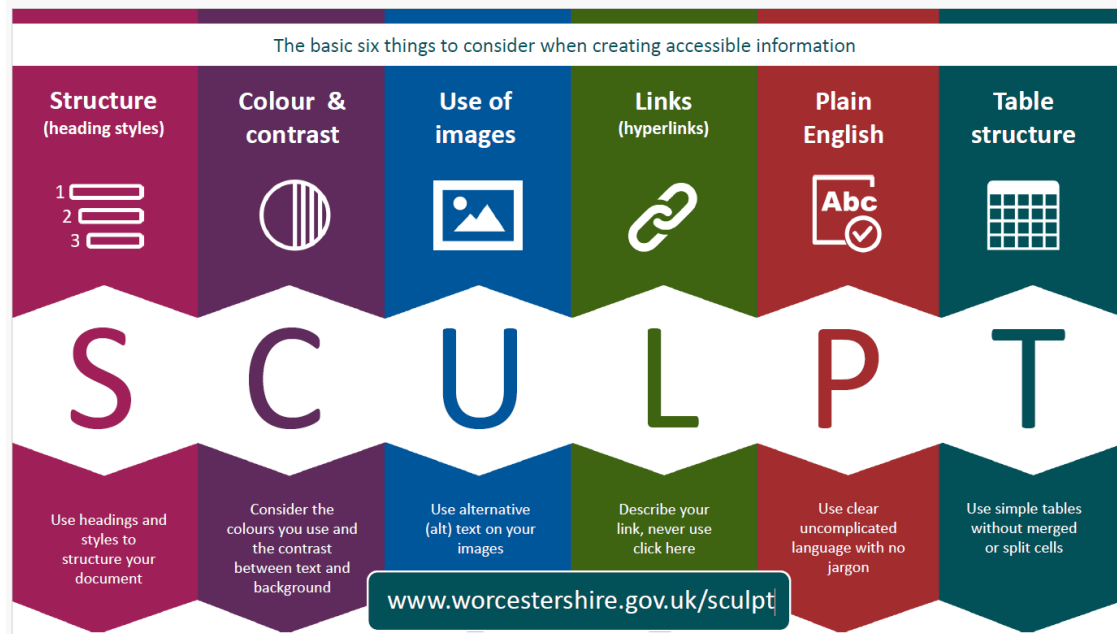
Note who is impacted by these barriers?

- Alt text
 - [Alt handout 1](#), [Alt handout 2](#)
- The use of colour
 - [Colour alone handout 1](#), [Colour alone handout 2](#)
- Colour contrast
 - [Colour contrast handout](#)
- Headings, links and alt text
 - [HLA handout 1](#), [HLA handout 2](#)

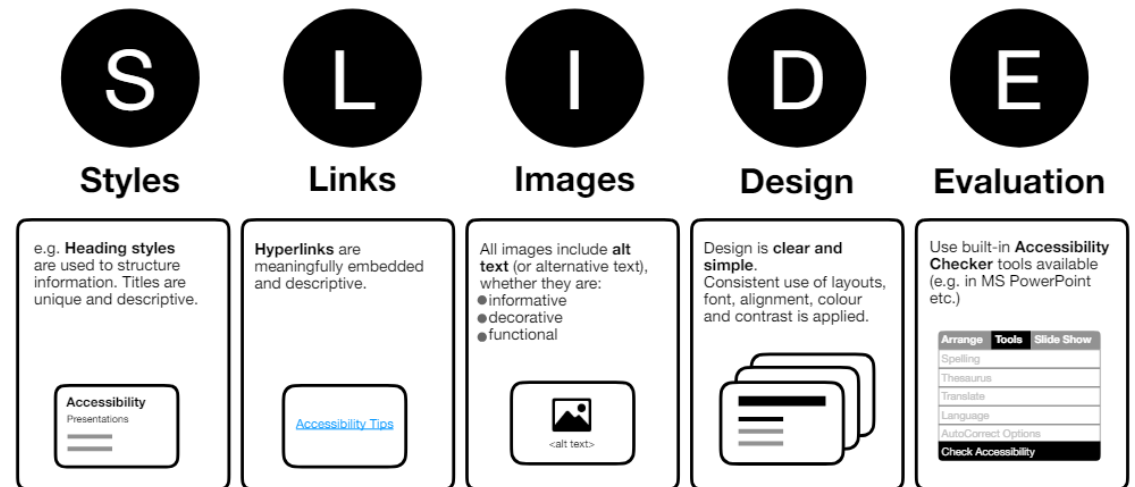
Some of these examples have two handouts to compare



Workshop - some tips to learn



SLIDE for Accessibility Checking

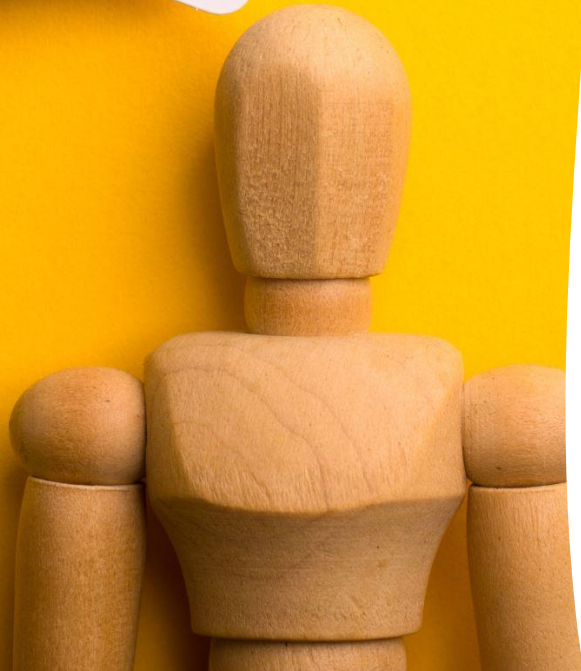


(adapted from Luis Pérez, 2016)

Workshop templates:

- [Word document demonstration](#)
- [PowerPoint infographic demonstration](#)

Any questions...



It's Global Accessibility Awareness Day
Today is the perfect opportunity to ask questions.

The PowerPoint accessibility checker does not cover everything:

It covers	It does not cover
Titles	Descriptive hyperlinks
Alt text on images	Use of fonts or capitals
Alt text on shapes	Colour contrast of text and background
Reading order	The amount of content on slides or clear language
Items that are grouped	Grouped items (PDF implications) Text in shapes (PDF implications)
Tables – merged and split cells	Images of text

The Word accessibility checker does not cover everything:

It covers	It does not cover
Colour contrast	Descriptive hyperlinks
Alt text on images	Use of fonts or capitals
Items not inline	Clear language
Note: Headings are in a different part of the checker	Headings are in navigation pane
Tables – merged and split cells	Grouped items (PDF implications) Text boxes (PDF implications)
Focus	Images of text

Workshop – useful links

- [The accessibility checker Microsoft Word \(YouTube\)](#)
- [Headings \(YouTube\)](#)
- [Links](#)
- [Alt text \(YouTube\)](#)
- [Video content](#)