Voluntary Product Accessibility Template® (VPAT®) Version 2.0 October 2017

Voluntary Product Accessibility Template® (VPAT®) 1

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About This Document

This document is broken into two main sections:

- Essential Requirements and Best Practices for using the VPAT® to complete an Accessibility Conformance Report
- The VPAT Template

Please carefully review the Essential Requirements and Best Practices sections before using the VPAT to create an Accessibility Conformance Report. The VPAT 2.0 template now includes criteria from WCAG 2.0 and EN 301 549, as well as the Revised Section 508 Standards and Section 255 guidelines.

"Voluntary Product Accessibility Template" and "VPAT," including the template format, are Federally Registered Service Marks of the Information Technology Industry Council (ITI). VPAT 2.0 users agree not to deviate materially from the template format provided by ITI, and to use the service mark ("®") where appropriate.

Essential Requirements and Best Practices for Information & Communications Technology (ICT) Vendors

This section provides guidance for reporting product conformance for three major accessibility standards and guidelines using the VPAT® to produce the Accessibility Conformance Report. Deviating from these guidelines precludes vendors from referencing the template by name and/or the VPAT acronym. The purpose of these essential requirements and best practices are to promote accurate and consistent reporting of product accessibility information.

The VPAT is a template used to document a product's conformance with accessibility standards and guidelines. The purpose of the VPAT is to assist customers and buyers in making preliminary assessments regarding the availability of commercial "Electronic and Information Technology," also referred to as "Information and Communication Technology" (ICT) products and services with features that support accessibility.

Getting Started

- 1. Before creating a report, read all of the materials provided in this document.
- 2. The Information Technology Industry Council (ITI) provides the VPAT. Use of the template and service mark does not require membership in ITI.
- 3. Determine which accessibility standards/guidelines will be included in the product conformance report
- 4. It is the vendor's responsibility to maintain the integrity of the data in the report.

Essential Requirements for Authors

The following are the minimum requirements to be a VPAT[®].

- 1. The VPAT name and template are registered service marks of ITI. Use of the VPAT template and name requires the inclusion of the registered service mark (i.e., "VPAT®"). Users of the VPAT agree not to deviate from the Essential Requirements for Authors.
- 2. The template file can be used as is or replicated in a different delivery format, for example as HTML or PDF. The only requirement is that the final conformance report must be accessible.

- 3. A report may contain a minimum of one applicable Standard/Guideline or any combination of the three Standards/Guidelines that are applicable to the product being reported.
- 4. A report must contain the following content at a minimum:
 - Report Title In the heading format of "[Company Name] Accessibility Conformance Report"
 - VPAT Heading Information Template version
 - Name of Product/Version Name of Product being reported, including version of the product
 - **Product Description** A brief description of the product
 - Date Date of report publication. At a minimum, provide the month and year of the report publication. For example, "May 2016".
 If date is included ensure it is clear "4 May 2016" or "May 4, 2016".
 - Contact Information Contact Information for follow-up questions. Listing an email is sufficient.
 - Notes Any details or further explanation about the product or the report. This section may be left blank.
 - Evaluation Methods Used Include a description of what evaluation methods were used to complete the VPAT for the
 product under test.
 - Applicable Standards/Guidelines A clear indication of which Standards/Guidelines this Conformance Report covers.
 - The list must include only the Standards/Guidelines that were used to develop the product.
 - A report must contain a minimum of one Standard/Guideline or any combination of the three Standards.
 - The applicable Standards/Guidelines that may be included are:
 - Revised Section 508, as published in 2017, at www.Section508.gov
 - Web Content Accessibility Guidelines 2.0 or WCAG 2.0 (ISO/IEC 40500), at http://www.w3.org/TR/2008/REC-WCAG20-20081211/
 - EN 301 549 "Accessibility requirements suitable for public procurement of ICT products and services in Europe", at http://mandate376.standards.eu/standard
 - This information can be in a table format at the top of the report with the table heading 'Standards/Guidelines' and the
 reported Standards/Guidelines identified.

- Alternatively, the Standard/Guideline being reported can be clearly identified in the introductory text of the report. If
 multiple Standards or Guideline tables are included, each table should also be clearly identified as to the Standard or
 Guideline the criteria that table represents.
- Terms Conformance level terms description section
- Tables for Each Standard or Guideline Tables showing the responses to the criteria.
- 5. WCAG Conformance Tables The answers in the WCAG success criteria tables are based on the level of conformance being reported (Level A, AA or AAA).
 - o These tables are used to answer:
 - 2017 Section 508:
 - Chapter 5 Software
 - Chapter 6 Support Documentation
 - EN 301 549 Standard:
 - Chapter 9 Web
 - Chapter 10 Non-Web
 - Chapter 11 Software
 - Chapter 12 Documentation and Support Services
 - The selected levels of WCAG 2.0 Guidelines.
 - Due to answers applying to multiple criteria, when answering for the 2017 Section 508 or EN 301 549, the answers need to be clear in what individual criteria the answer applies to. It is possible to either use a summary, selecting the worst case for the criteria, or to have separate answers or even tables for software, support documentation, authoring tools, etc., so long as the methodology used is made clear.
 - If not completing a set of Standards such as Section 508 or EN 301 549, then remove the breakdown information and answer only for the WCAG criteria.
- 6. Conformance Levels The report must list the definition of the terms used in the Conformance Level column. ITI recommends the following terms. If a vendor deviates from the ITI definitions, the vendor shall reference this change in the heading Notes section. If a term is not used it can be removed from the list. The ITI definitions are:

- **Supports**: The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Supports with Exceptions**: Some functionality of the product does not meet the criterion.
- **Does Not Support**: The majority of product functionality does not meet the criterion.
- Not Applicable: The criterion is not relevant to the product.
- Not Evaluated: The product has not been evaluated against the criterion. This can only be used in WCAG 2.0 Level AAA.

<u>Note</u>: When filling in the WCAG tables, a response may use 'Supports' where one might otherwise be inclined to use 'Not Applicable'. This is in keeping with <u>WCAG 2.0 Understanding Conformance</u>: 'This means that if there is no content to which a success criterion applies, the success criterion is satisfied.

- 7. Remarks and Explanations Detailed remarks should be provided in the Remarks and Explanations column to justify your answer in the Conformance Level column.
 - When the conformance level is 'supports with exceptions' or 'does not support', the remarks should identify:
 - 1. The functions or features with issues
 - 2. How they do not fully support
 - If the criterion does not apply, explain why.
 - If an accessible alternative is used, describe it.
 - In the Section 508 tables, when subsections of criteria do not apply to the product, the section may be summarized or
 removed as long as an explanation is provided explaining why a criterion does not apply. Another alternative is to leave
 the table and add a summary why the section doesn't apply. For example, in Chapter 5 the criteria in 502 and 503 will not
 apply to a web only application, thus those sections can be removed with a summary in the notes for the chapter, or a row
 in the table.

Best Practices for Authors

ITI suggests that authors adopt the following best practices when using the VPAT® to create an Accessibility Conformance Report.

• Branding Header: Company logo or branding information

- **Date Changes:** If a report is revised, change the report date and explain the revision in the Notes section. Alternately, create a new report and explain in the Notes section that it supersedes an earlier version of the report.
- Notes: Add any notes applicable to product or the report
 - Additional information about the product version that the document references
 - Any revisions to the document
 - Links to any related documents
 - Additional information describing the product
 - Additional information about what the document does or does not cover
 - Information suggested by the WCAG 2.0 Conformance Claim, at http://www.w3.org/TR/WCAG20/#conformance-claims
 - Information needed to satisfy ISO/IEC 17050-1:2004, Supplier's Declaration of Conformity
- Evaluation Methods Used Information to enter may include the following:
 - Testing is based on general product knowledge
 - Similar to another evaluated product
 - Testing with assistive technologies
 - Published test method (provide name, publisher, URL link)
 - Vendor proprietary test method
 - Other test method
- Remarks and Explanations: This section may include:
 - Information regarding the testing of a given criteria.
 - Information on application dependencies to support accessibility (e.g. OS, app frameworks, browsers recommended).
 - How the customer can find more information about accessibility issues. One method can be to include the bug ID
 where customers can call the company's customer support to get additional information.
 - Known workarounds for accessibility issues.

- Legal Disclaimer: Area for any legal disclaimer text required by your organization.
- **Saving Space:** To reduce the size of the report it is acceptable to remove sections. Individual criteria cannot be removed, only sections at a time. Section removal is acceptable in four situations:
 - When an entire standard is not being reported on, for example EN 301 549, there should be no references of it in the report.
 - When an entire section is not being reported on because it doesn't apply to the product, for example:
 - Chapter 4: Hardware. Information should be included in the notes for that section why it has been removed.
 - A card reader that doesn't have sound could remove the criteria in section 413 Closed Caption Processing Technologies and just note the why the criteria doesn't apply.
 - If the product is not being evaluated for a level of the criteria (for example Level AAA) then that table may be deleted.
 - If a requesting customer has identified that a section of the standard does not apply, information should be included in the notes that the section has been removed.
- WCAG 2.0 Tables: The WCAG 2.0 criteria is shown in three tables, Level A, Level AA, and Level AAA.
 - If desired, these tables can be combined into one table.
 - When reporting on a level (A, AA or AAA) all criteria for that level must be answered.
- Language: Use text appropriate for your audience.
- **Multiple Reports:** When using the VPAT to create an Accessibility Conformance Report for complex products it may be helpful to separate answers into multiple reports. For example, when a product is an Authoring Tool that also has web content and documentation. When multiple reports are used for a complex product, it is required to explain this and how to reach the other reports in the Notes section of each report.
- **Criteria Text:** To help conserve space in the ITI template only the criteria ID number and a short title have been included. Where possible, links have been included to the standard/guideline.
 - It is acceptable to add the full text of the criteria into the cell if desired to help with understanding.
 - The links to the standards/guidelines can be removed.

- Ordering of Tables: The order that the standards/guideline tables appear may be changed to facilitate reading. For example, if
 the Accessibility Conformance Report is for Section 508 only, the WCAG tables may be moved to follow the numbering scheme
 used in the Section 508 criteria.
- **Guideline Section Heading Rows in Tables:** The tables include heading rows to facilitate understanding the context of the criteria.
 - $_{\circ}$ The cells in these rows do not require answers as indicated by "Heading cell no response required."
 - It is optional to add a response if desired.
 - The shading of the row is also optional.
 - o If removing the heading rows, edit the criteria titles so it's clear where they apply.

Posting the Final Document

- Remove the Essential Requirements and Best Practices for Information & Communications Technology (ICT) Vendors
 section from the template when publishing your Accessibility Conformance Report in final form. A link on page one in the
 template footnotes contains a hyperlink to this document on the Information Technology Industry Council (ITI) website at:
 http://www.itic.org.
- Check for each required item in the VPAT® document:
 - The report title [Company Name] Accessibility Conformance Report
 - The "VPAT® Version 2.0" heading
 - Name of Product/Version
 - Product Description
 - Date
 - Contact Information
 - Notes
 - Evaluation methods used
 - Applicable Standards/Guidelines
 - Terms

Report Information

- Check that there is a response for each criterion for 'Conformance Level' and 'Remarks and Explanations.'
- Post your final document on your company's web site, or make the document available to customers upon request.
- Your final document should be accessible.

Table Information for VPAT® Readers

For each of the standards, the criteria are listed by chapter in a table. The structures of the tables are: the first column contains the criteria being evaluated, the second column describes the level of conformance of the product regarding the criteria and the third column contains any additional remarks and explanations regarding the product.

- When sections of criteria do not apply, or deemed by the customer as not applicable, the section is noted as such and the rest of that table may be removed for that section.
- When multiple standards are being recorded in this document, the duplicative sections are noted and responded to only one time. The duplicate entry will note the cross reference to the data.

[Texthelp] Accessibility Conformance Report

VPAT® Version 2.0 - October 2017

Name of Product/Version: Equation for Google; Equation mathspace

Product Description: Equation is a digital STEM tool that empowers students to communicate their thought process digitally, while creating accessible math. Built on the UDL principles, Equation provides a variety of alternative input methods like prediction, LaTeX, handwriting recognition, speech input, and mobile image recognition.

Date: March 2018

Contact information: Eimear Kerr, +44 2894428105 Ext. 1212 eimear@texthelp.com

Notes:

Evaluation Methods Used: Testing is based on a combination of automated testing, manual testing and general product knowledge

Applicable Standards/Guidelines

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

Standard/Guideline	Included In Report
Web Content Accessibility Guidelines 2.0, at	Level A (Yes)
http://www.w3.org/TR/2008/REC-WCAG20-20081211/	Level AA (Yes)
	Level AAA (No)
Section 508 as published in 2017, at http://www.Section508.gov	(Yes)
EN 301 549 Accessibility requirements suitable for public procurement of ICT	(No.)
products and services in Europe, at http://mandate376.standards.eu/standard	(No)

Terms

The terms used in the Conformance Level information are defined as follows:

• **Supports**: The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.

- Supports with Exceptions: Some functionality of the product does not meet the criterion.
- **Does Not Support**: The majority of product functionality does not meet the criterion.
- Not Applicable: The criterion is not relevant to the product.
- Not Evaluated: The product has not been evaluated against the criterion. This can be used only in WCAG 2.0 Level AAA.

WCAG 2.0 Report

Tables 1 and 2 also document conformance with:

- EN 301 549: Chapter 9 Web, Chapter 10 Non-Web documents, Section 11.2.1- Non-Web Software (excluding closed functionality), and Section 11.2.2 Non-Web Software (closed functionality).
- Revised Section 508: Chapter 5 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 602.3 Electronic Support Documentation.

Note: When reporting on conformance with the WCAG 2.0 Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the <u>WCAG 2.0 Conformance Requirements</u>.

Table 1: Success Criteria, Level A

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.1 (Web)	Web: Supports	Equatio supports accessible non text content. Audio is
• 10.2.1 (non-web document)	Electronic Docs: Supports	always supported with text. Video is hosted on Youtube
• 11.2.1.1 (Software)	Software: Supports	and is captioned. Product documentation and support
 11.2.2.1 (Closed Functionality Software) 	Closed: N/A	documentation on http://support.texthelp.com is also in
• 11.6.2 (Authoring Tool)	Authoring Tool: N/A	compliance.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		

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• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.2.1 Audio-only and Video-only (Prerecorded) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.2 (Web)		
• 10.2.2 (non-web document)	Web: N/A	
• 11.2.1.2 (Software)	Electronic Docs: N/A	
 11.2.2.2.1 and 11.2.2.2.2 (Closed Software) 	Software: N/A	Equatio does not contain or present any Audio only or
• 11.6.2 (Authoring Tool)	_	Video Only resources.
• 12.1.2 (Product Docs)	Closed: N/A	
• 12.2.4 (Support Docs)	Authoring Tool: N/A	
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.2.2 Captions (Prerecorded) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.3 (Web)		
• 10.2.3 (non-web document)	Web: Supports	
• 11.2.1.3 (Software)	Electronic Docs: Supports	All training video content created for Equatio is captioned
 11.2.2.3 (Closed Software) – Does not apply 	Support Docs: Supports with	on Youtube. Occasionally a support team member may
• 11.6.2 (Authoring Tool)	exceptions	create an ad-hoc video and post it to respond to a specific
• 12.1.2 (Product Docs)	Software: N/A	user and it may not be captioned.
• 12.2.4 (Support Docs)	Authoring Tool: N/A	
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)	Web: Supports	
Also applies to:	Web: Supports	Equatio training videos do not have audio descriptions
EN 301 549 Criteria	Electronic Docs: Supports	Equatio training videos do not have audio descriptions,
• 9.2.4 (Web)	Software: Supports Closed: N/A	however alternate media (Text or HTML) support articles
• 10.2.4 (non-web document)	· 1	exist.
• 11.2.1.4 (Software)	Authoring Tool: N/A	

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• 11.2.2.4 (Closed Software)		
• 11.6.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
1.3.1 Info and Relationships (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.7 (Web)		
• 10.2.7 (non-web document)	Moh. Summarita	
• 11.2.1.7 (Software)	Web: Supports	
 11.2.2.7 (Closed Software) – Does not apply 	Electronic Docs: Supports	
• 11.6.2 (Authoring Tool)	Software: Supports	All UI is logically designed and accessibly labelled.
• 12.1.2 (Product Docs)	Closed: N/A	
• 12.2.4 (Support Docs)	Authoring Tool: N/A	
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.3.2 Meaningful Sequence (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.8 (Web)		
• 10.2.8 (non-web document)		
• 11.2.1.8 (Software)	Web: Supports	
 11.2.2.8 (Closed Software) – Does not apply 	Electronic Docs: Supports	
• 11.6.2 (Authoring Tool)	Software: Supports	All UI is logically designed and accessibly labelled.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 602.3 (Support Docs)		
501 (Web)(Software)504.2 (Authoring Tool)		

	The UI of the software is designed to not rely on shape,
1	size, visual location, orientation, or sound.
Authoring Tool: N/A	
Web: Supports	
Electronic Docs: Supports	In Equatio care is taken in the UI design such that color is
Software: Supports	not used as the only visual means of conveying
Authoring Tool: N/A	information.
	Videos on the support site or website can be paused,
	stopped etc.
• •	
Authoring Tool: N/A	
	Electronic Docs: Supports Software: Supports

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• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
2.1.1 Keyboard (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.15 (Web)		Equatio, the support site and its documentation are all
• 10.2.15 (non-web document)	Web: Supports	fully keyboard accessible. This is part of our standard
• 11.2.1.15 (Software)	Electronic Docs: Supports	software quality test plan.
 11.2.2.15 (Closed Software) 	Software: Supported with	software quality test plan.
• 11.6.2 (Authoring Tool)	exceptions	
• 12.1.2 (Product Docs)	Closed: N/A	
• 12.2.4 (Support Docs)	Authoring Tool: N/A	
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
2.1.2 No Keyboard Trap (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.16 (Web)		
• 10.2.16 (non-web document)		Equatio, the support site and its documentation are all
• 11.2.1.16 (Software)	Web: Supports	fully keyboard accessible. The order and removal of any
 11.2.2.16 (Closed Software) – Does not apply 	Electronic Docs: Supports	keyboard traps are taken care of by our software quality
• 11.6.2 (Authoring Tool)	Software: Supports	test plan.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
2.2.1 Timing Adjustable (Level A)	Web: N/A	
Also applies to:	Electronic Docs: N/A	The eastware has no timing him and a sife for all 100 lb.
EN 301 549 Criteria	Software: N/A	The software has no timing/timeout specific functionality
• 9.2.17 (Web)	Authoring Tool: N/A	

• 10.2.17 (non-web document)		
• 11.2.1.17 (Software)		
 11.2.2.17 (Closed Software) – Does not apply 		
• 11.6.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
2.2.2 Pause, Stop, Hide (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.18 (Web)		
• 10.2.18 (non-web document)		
• 11.2.1.18 (Software)	Web: Supports	Constitution of a subsituation and a subsituation a
 11.2.2.18 (Closed Software) – Does not apply 	Electronic Docs: Supports	Equatio does not contain any scrolling etc
• 11.6.2 (Authoring Tool)	Software: Supports	
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
2.3.1 Three Flashes or Below Threshold (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.19 (Web)		
 10.2.19 (non-web document) 	14/ah . 11/a	
• 11.2.1.19 (Software)	Web: N/A	
 11.2.2.19 (Closed Software) – Does not apply 	Electronic Docs: N/A	Equatio does not display any flashing UI.
• 11.6.2 (Authoring Tool)	Software: N/A	
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		

602.3 (Support Docs)		
2.4.1 Bypass Blocks (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.20 (Web)		
• 10.2.20 (non-web document) – Does not apply		
• 11.2.1.20 (Software) – Does not apply	Web: Supports	
 11.2.2.20 (Closed Software) – Does not apply 	Electronic Docs: Supports	Only applicable to the website and support site, both of
• 11.6.2 (Authoring Tool)	Software: N/A	which are in compliance.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
 501 (Web)(Software) – Does not apply to non-web software 		
• 504.2 (Authoring Tool)		
 602.3 (Support Docs) – Does not apply to non-web docs 		
2.4.2 Page Titled (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.21 (Web)		
• 10.2.21 (non-web document)		
• 11.2.1.21 (Software) - Does not apply	Web: Supports	Fully supported on the web site and support site.
 11.2.2.21 (Closed Software) – Does not apply 	Electronic Docs: Supports	Mathspace has page title.
• 11.6.2 (Authoring Tool)	Software: Supports	
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
2.4.3 Focus Order (Level A)		
Also applies to:		
EN 301 549 Criteria	Web: Supports	
• 9.2.22 (Web)	Electronic Docs: Supports	Fully supports logical focus order across the website,
• 10.2.22 (non-web document)	Software: Supports	support documentation and software products.
• 11.2.1.22 (Software)	Authoring Tool: N/A	
• 11.2.2.22 (Closed Software) – Does not apply		
• 11.6.2 (Authoring Tool)	47 (24	

• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
2.4.4 Link Purpose (In Context) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.23 (Web)		
10.2.23 (non-web document)		Fully assessment of an the suph site and assessment site. Any
• 11.2.1.23 (Software)	Web: Supports	Fully supported on the web site and support site. Any links to web content within the software also contain text
 11.2.2.23 (Closed Software) – Does not apply 	Electronic Docs: Supports	
• 11.6.2 (Authoring Tool)	Software: Supports	explaining the link.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
 504.2 (Authoring Tool) 		
• 602.3 (Support Docs)		
3.1.1 Language of Page (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.27 (Web)		
• 10.2.27 (non-web document)		
• 11.2.1.27 (Software)	Web: Supports	Equatio can be translated into Spanish. Fully supported
• 11.2.2.27 (Closed Software)	Electronic Docs: Supports	on the web site and support site.
• 11.6.2 (Authoring Tool)	Software: Supports	
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
3.2.1 On Focus (Level A)	Web: Supports	Fully supported. Changes of focus in Equatio, the texthelp
Also applies to:	Electronic Docs: Supports	website and support pages do not change the context of
EN 301 549 Criteria	Software: Supports	the webpage or the dialogs.

• 9.2.29 (Web)	Authoring Tool: N/A	
• 10.2.29 (non-web document)		
• 11.2.1.29 (Software)		
 11.2.2.29 (Closed Software) – Does not apply 		
• 11.6.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
3.2.2 On Input (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.30 (Web)		
• 10.2.30 (non-web document)		
• 11.2.1.30 (Software)	Web: Supports	Fully assessment of the Countries and the assessment such site.
 11.2.2.30 (Closed Software) – Does not apply 	Electronic Docs: Supports	Fully supported in Equatio and the support website.
• 11.6.2 (Authoring Tool)	Software: Supports	
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
3.3.1 Error Identification (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.33 (Web)		
• 10.2.33 (non-web document)	Web: Supports	
• 11.2.1.33 (Software)	Electronic Docs: Supports	Any validation errors on use of the website or support
• 11.2.2.33 (Closed Software)	Software: Supports	pages are displayed in text form. Any errors upon use of
• 11.6.2 (Authoring Tool)	Authoring Tool: N/A	the software are displayed in text form.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		

• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
3.3.2 Labels or Instructions (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.34 (Web)		
• 10.2.34 (non-web document)		
• 11.2.1.34 (Software)	Web: Supports	Fully supported. Labels are supplied on or alongside
 11.2.2.34 (Closed Software) – Does not apply 	Electronic Docs: Supports	controls that require input in the Equatio software and
• 11.6.2 (Authoring Tool)	Software: Supports	the support web pages.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	tile support web pages.
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
4.1.1 Parsing (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.37 (Web)		
• 10.2.37 (non-web document)		
• 11.2.1.37 (Software)	Web: Supports	Fully supported. No missing tags or duplicate attributes
 11.2.2.37 (Closed Software) – Does not apply 	Electronic Docs: Supports	errors upon validation of support.texthelp.com website.
• 11.6.2 (Authoring Tool)	Software: Supports	
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
4.1.2 Name, Role, Value (Level A)		
Also applies to:	Web: Supports	Fully supported. Standards compliant html is used in the
EN 301 549 Criteria	Electronic Docs: Supports	support website and tests for accessibility for screen
• 9.2.38 (Web)	Software: Supports	readers is part of the Equatio software test plan.
• 10.2.38 (non-web document)		
• 11.2.1.38 (Software)	Authoring Tool: N/A	
 11.2.2.38 (Closed Software) – Does not apply 		

• 11.6.2 (Authoring Tool)	
• 12.1.2 (Product Docs)	
• 12.2.4 (Support Docs)	
2017 Section 508	
• 501 (Web)(Software)	
• 504.2 (Authoring Tool)	
• 602.3 (Support Docs)	

Table 2: Success Criteria, Level AA

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.5 (Web)		
10.2.5 (non-web document)		
• 11.2.1.5 (Software)	Web: N/A	
 11.2.2.5 (Closed Software) – Does not apply 	Electronic Docs: N/A	Equatio does not create any live webcasts or music casts
• 11.6.2 (Authoring Tool)	Software: N/A	which would need captioned.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
1.2.5 Audio Description (Prerecorded) (Level AA)		
Also applies to:		
EN 301 549 Criteria	Web:	Equatio training videos do not have audio descriptions,
• 9.2.6 (Web)	Supports with exceptions	however alternate media (Text or HTML) support articles
• 10.2.6 (non-web document)	Electronic Docs: Supports	exist. Transcripts exist. Meeting 1.2.3 (a)
• 11.2.1.6 (Software)	Software: N/A	
 11.2.2.6 (Closed Software) – Does not apply 	Authoring Tool: N/A	
• 11.6.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		

		1
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.4.3 Contrast (Minimum) (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.12 (Web)		
• 10.2.12 (non-web document)		Fully Supported. The software, the website and the font
• 11.2.1.12 (Software)	Web: Supports	weights and colors that create the required contrast level
 11.2.2.12 (Closed Software) – Does not apply 	Electronic Docs: Supports	weights and colors that create the required contrast level
• 11.6.2 (Authoring Tool)	Software: Supports	See <u>Texthelp Accessibility Roadmap</u> document for
• 12.1.2 (Product Docs)	Authoring Tool: N/A	outstanding accessibility issues.
• 12.2.4 (Support Docs)		outstanding accessibility issues.
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
1.4.4 Resize text (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.13 (Web)		
• 10.2.13 (non-web document)		
• 11.2.1.13 (Software)	Web: Supports	Fully supported. Html standards are adhered to in the
• 11.2.2.13 (Closed Software)	Electronic Docs: Supports	support website allowing text to be zoomed by the
• 11.6.2 (Authoring Tool)	Software: Supports	browser to 200%. Equatio Math font size can be changed
• 12.1.2 (Product Docs)	Authoring Tool: N/A	browser to 200%. Equatio Math font size can be changed
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.4.5 Images of Text (Level AA)	Web: Supports	Fully supported. The only images of text used on the
Also applies to:	Electronic Docs: Supports	support website and in the Equatio software are compan
EN 301 549 Criteria	Software: Supports	logos.
• 9.2.14 (Web)	Authoring Tool: N/A	10g03.

• 10.2.14 (non-web document)		
• 11.2.1.14 (Software)		
 11.2.2.14 (Closed Software) – Does not apply 		
• 11.6.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
2.4.5 Multiple Ways (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.24 (Web)		
 10.2.24 (non-web document) – Does not apply 		
11.2.1.24 (Software) – Does not apply	Web: Supports	Fully supported. The Texthelp website, the support
 11.2.2.24 (Closed Software) – Does not apply 	Electronic Docs: Supports	website and Equatio mathspace have a search facility
• 11.6.2 (Authoring Tool)	Software: N/A	displaying links to pages on the sites. This is in addition to
• 12.1.2 (Product Docs)	Authoring Tool: N/A	navigation via the home pages.
• 12.2.4 (Support Docs)		
2017 Section 508		
 501 (Web)(Software) – Does not apply to non-web software 		
• 504.2 (Authoring Tool)		
 602.3 (Support Docs) – Does not apply to non-web docs 		
2.4.6 Headings and Labels (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.25 (Web)		
 10.2.25 (non-web document) 	Web: Supports	Fully supported. Equatio provides descriptive labels for
• 11.2.1.25 (Software)	Electronic Docs: Supports	features and interactive components. All pages in the
 11.2.2.25 (Closed Software) – Does not apply 	Software: Supports	support website have descriptive headings related to their
• 11.6.2 (Authoring Tool)		content.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	content.
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		

602.3 (Support Docs)		
2.4.7 Focus Visible (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.26 (Web)		
• 10.2.26 (non-web document)	N441 6	En altra of the standard balls have for a tra
• 11.2.1.26 (Software)	Web: Supports	Equatio software visually indicates that keyboard focus is
 11.2.2.26 (Closed Software) – Does not apply 	Electronic Docs: Supports	only on one possible location in the software. The Texthelp website indicates focus via a rectangle
• 11.6.2 (Authoring Tool)	Software: Supports with exceptions	surrounding the focused element.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	surrounding the rocused element.
• 12.2.4 (Support Docs)	Authorning 1001. N/A	
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
3.1.2 Language of Parts (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.28 (Web)		
• 10.2.28 (non-web document)		
• 11.2.1.28 (Software) – Does not apply	Web: Supports	
• 11.2.2.28 (Closed Software) – Does not apply	Electronic Docs: N/A	The language attribute is used in the support web pages
• 11.6.2 (Authoring Tool)	Software: N/A	and in the main Texthelp website.
• 12.1.2 (Product Docs)	Authoring Tool: N/A	
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
3.2.3 Consistent Navigation (Level AA)		
Also applies to:	Moh. Summanta	Fully supported. The website support website and
EN 301 549 Criteria	Web: Supports Electronic Docs: Supports	Fully supported. The website, support website and
9.2.31 (Web)10.2.31 (non-web document) – Does not apply	Software: N/A	Equatio mathspace use consistent labelling and alternative text for descriptions. This is enforced using a
 10.2.31 (non-web document) – Does not apply 11.2.1.31 (Software) – Does not apply 	Authoring Tool: N/A	style guide and applying CSS mechanisms on these sites.
• 11.2.1.31 (Software) – Does not apply • 11.2.2.31 (Closed Software) – Does not apply	Authornig 1001. N/A	style guide and applying C33 mechanisms on these sites.
• 11.6.2 (Authoring Tool)		
TI.0.2 (Authornig 1001)		

• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
 501 (Web)(Software) – Does not apply to non-web software 		
• 504.2 (Authoring Tool)		
 602.3 (Support Docs) – Does not apply to non-web docs 		
3.2.4 Consistent Identification (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.32 (Web)		
• 10.2.32 (non-web document) – Does not apply		
• 11.2.1.32 (Software) – Does not apply	Web: Supports	Fully supported. The website and Support website use
• 11.2.2.32 (Closed Software) – Does not apply	Electronic Docs: Supports	consistent labelling and alternative text for descriptions.
• 11.6.2 (Authoring Tool)	Software: N/A	This is enforced using a style guide and applying CSS
• 12.1.2 (Product Docs)	Authoring Tool: N/A	mechanisms on these sites.
• 12.2.4 (Support Docs)		
2017 Section 508		
 501 (Web)(Software) – Does not apply to non-web software 		
• 504.2 (Authoring Tool)		
602.3 (Support Docs) – Does not apply to non-web docs		
3.3.3 Error Suggestion (Level AA)		
Also applies to:		
EN 301 549 Criteria		Fully supported. In Equatio in most cases input is
• 9.2.35 (Web)		controlled via dropdown lists or radio buttons. Where tex
• 10.2.35 (non-web document)		input is required text error messages indicating the error
• 11.2.1.35 (Software)	Web: Supports	like "no word definition found" are displayed. In the
 11.2.2.35 (Closed Software) – Does not apply 	Electronic Docs: Supports	Support website pages input is via predefined menu
• 11.6.2 (Authoring Tool)	Software: Supports	items or via a text search. A no results found message is
• 12.1.2 (Product Docs)	Authoring Tool: N/A	the only error message returned here.
• 12.2.4 (Support Docs)		
2017 Section 508		Con Toutholis Accordibility Dandards described
• 501 (Web)(Software)		See <u>Texthelp Accessibility Roadmap</u> document for
• 504.2 (Authoring Tool)		outstanding accessibility issues.
• 602.3 (Support Docs)		
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)	Web: N/A	Fully Companies Annualists and and the University
Also applies to:	Electronic Docs: N/A	Fully Supports. Any data entered in the software can be
EN 301 549 Criteria	Software: N/A	amended or removed by the user.

• 9.2.36 (Web)	Authoring Tool: N/A	
 10.2.36 (non-web document) 		
• 11.2.1.36 (Software)		
 11.2.2.36 (Closed Software) – Does not apply 		
• 11.6.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		

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Notes:

Chapter 3: Functional Performance Criteria (FPC)

Criteria	Conformance Level	Remarks and Explanations
		Equatio supports screen readers on Windows and Voiceover on Mac. If accessibility is turned on via
302.1 Without Vision	Supports with exceptions	chrome://accessibility/ then Equatio elements can be read by a screen reader.
SOZ.1 WILLIOUT VISION	pupports with exceptions	Support web pages are readable by a screen reader.
		Equatio training videos do not have audio descriptions, however transcripts exist and

		alternate media (Text or HTML) support articles exist.
302.2 With Limited Vision	Supports	Operating System high contrast can be applied. Browser Zoom and Screen magnification apps are supported. Google supplies a High contrast extension that applies to our application in web pages but not in Google Docs.
302.3 Without Perception of Color	Supports	Equatio does not require color perception
302.4 Without Hearing	Supports	No audio from Equatio. All training video content created for Equatio is captioned on Youtube. Occasionally a support team member may create an ad-hoc video and post it to respond to a specific user and it may not be captioned.
302.5 With Limited Hearing	Supports	No audio from Equatio.
302.6 Without Speech	Supports	Equatio can be operated without the need for speech input.
302.7 With Limited Manipulation	Supports with exceptions	Equatio, the support site and its documentation are all fully keyboard accessible. The order and removal of any keyboard traps are taken care of by our software quality test plan.
302.8 With Limited Reach and Strength	Supports	Speech input available
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports	Does not apply

Chapter 4: Hardware - Not Applicable

Chapter 5: Software

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See <u>WCAG 2.0</u> section	See information in WCAG section
502 Interoperability with Assistive Technology	Heading cell – no response required	Heading cell – no response required
502.2.1 User Control of Accessibility Features	Supports	Equatio language and font size can be changed within the product.
502.2.2 No Disruption of Accessibility Features	Supports with exceptions	OS Accessibility features supported in Equatio for Windows and Mac. The High contrast extension in Google Chrome only applies to web pages and not Google Docs.
502.3 Accessibility Services	Heading cell – no response required	Heading cell – no response required
502.3.1 Object Information	Supports	Equatio provides this information to the platforms accessible interfaces.
502.3.2 Modification of Object Information	Supports	Where the platform accessibility frameworks provide the option Equatio UI states and properties can be set programmatically
502.3.3 Row, Column, and Headers	Supports	Equatio UI table components have the proper association of header cells and data cells and those relationships can be determined programmatically.
502.3.4 Values	Supports	Equatio UI values and range of values can be determined programmatically.
502.3.5 Modification of Values	Supports	Equatio values of UI that users can adjust can also be set through assistive technology.

502.3.6 Label Relationships	Supports	Equatio label relationships can be programmatically determined.
502.3.7 Hierarchical Relationships	Supports	Equatio provides hierarchical relationships that can be programmatically determined.
502.3.8 Text	Supports	Equatio text components provide programmatically determinable details.
502.3.9 Modification of Text	Supports	Equatio text components can be set programmatically through assistive technology.
502.3.10 List of Actions	Supports	All actions that can be set on a Equatio component can be determined programmatically.
502.3.11 Actions on Objects	Supports	Equatio supports the ability for assistive technology to programmatically execute available actions.
502.3.12 Focus Cursor	Supports	Equatio relies on the operating system or the browser's capabilities to provide an on-screen indication of current focus and exposes the information and mechanisms needed.
502.3.13 Modification of Focus Cursor	Supports	Equatio either conforms to these standards where the capability exists or does not support the capability for any user.
502.3.14 Event Notification	Supports	Equatio events relevant to the user's interaction are also available to assistive technology.
502.4 Platform Accessibility Features	Supports	Equatio conforms to these standards where the capability exists.
503 Applications	Heading cell – no response required	Heading cell – no response required
503.2 User Preferences	Supports	Equatio honors the user settings from a user's browser and/or operating system.
503.3 Alternative User Interfaces	Supports	Equatio supports assistive technology and has no known conflicts with accessibility features provided by the operating system or the browser

503.4 User Controls for Captions and Audio Description	Heading cell – no response required	Heading cell – no response required
503.4.1 Caption Controls	Supports	Equatio software does not contain audio or video content.
503.4.2 Audio Description Controls	Supports	Equatio software does not contain audio or video content.
504 Authoring Tools	Heading cell – no response required	Heading cell – no response required
504.2 Content Creation or Editing (if not authoring tool, enter "not applicable")	See <u>WCAG 2.0</u> section	See information in WCAG section
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	N/A	Equatio is not an authoring tool
504.2.2 PDF Export	N/A	
504.3 Prompts	N/A	
504.4 Templates	N/A	

Chapter 6: Support Documentation and Services

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	Heading cell – no response required	Heading cell – no response required
602 Support Documentation	Heading cell – no response required	Heading cell – no response required
602.2 Accessibility and Compatibility Features	Supports	Our own accessibility features are documented in our support pages. We also mention generic accessibility features within product support articles e.g. https://support.texthelp.com/help/improved-keyboard-accessibility
602.3 Electronic Support Documentation	See WCAG 2.0 section	See information in WCAG section
602.4 Alternate Formats for Non-Electronic Support Documentation	Supports	Documentation will be provided in alternate formats upon request with no additional charge.

603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features		Texthelp support will provide this
		nformation upon request at no additional
		charge.
603.3 Accommodation of Communication Needs	Supports	Texthelp support provides multiple
		channels for user communication as
		needed.
		E.G. Email, telephone and video
		conference and remote access support.

Legal Disclaimer (Company)

Include your company legal disclaimer here, if needed