



Date: **April 20, 2015**
Product: **Disability Services Management System**
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Voluntary Product Accessibility Template

Summary Table

Criteria	Supporting Features	Remarks and explanations
Section 1194.21 Software Applications and Operating Systems	Supported	Please refer to the attached VPAT.
Section 1194.22 Web-based internet information and applications	Supported	Please refer to the attached VPAT.
Section 1194.23 Telecommunications Products	Not Applicable	Disability Online Management System is not considered a telecommunications product according to the definition in Section 1194.23.
Section 1194.24 Video and Multi-media Products	Not Applicable	Disability Online Management System does not use multimedia except as covered in section 1194.22(b).
Section 1194.25 Self-Contained, Closed Products	Not Applicable	Disability Online Management System is not a self-contained product according to the definition in Section 1194.25.
Section 1194.26 Desktop and Portable Computers	Not Applicable	Expression Web 2 is web-based internet information and applications as defined under section 1194.22.
Section 1194.31 Functional Performance Criteria	Supported	Please refer to the attached VPAT.
Section 1194.41 (a) Information, Documentation and Support	Supported	Please refer to the attached VPAT.

Section 1194.21 Software Applications and Operating Systems

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Criteria	Supporting Features	Remarks and explanations
<p>(a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.</p>	Supported	Disability Online Management System is designed to be used with keyboard. The web application uses headings to help define the hierarchy and the structure of a web page. Headings will allow user to navigate through the page efficiently.
<p>(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.</p>	Supported	
<p>(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.</p>	Supported	

<p>(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.</p>	<p>Supported</p>	<p>Disability Online Management System includes "title" and "alt" tags on user interface elements.</p>
<p>(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.</p>	<p>Supported</p>	
<p>(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.</p>	<p>Supported</p>	
<p>(g) Applications shall not override user selected contrast and color selections and other individual display attributes.</p>	<p>Not Applicable</p>	<p>Disability Online Management System does not override any display options.</p>
<p>(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.</p>	<p>Not Applicable</p>	<p>Disability Online Management System does not have animated elements.</p>
<p>(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.</p>	<p>Supported</p>	<p>Disability Online Management System does not use color to convey information.</p>
<p>(j) When a product permits a user to adjust color and</p>	<p>Supported</p>	<p>Disability Online Management System allow user to change</p>

contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.		color through CSS style sheet or display settings for the operating system.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Not Applicable	Disability Online Management System does not have any blinking or flashing objects or elements.
(l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supported	The web-based application is built to conform to section 1194.22 guidelines.

Section 1194.22 Web-based Internet Information and Applications

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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).	Supported	All non-text elements, including: buttons, images, and image button, have "alt" or "title."
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Supported	There is built-in closed captioning on the online Flash tutorials. Flash video player also has built-in keyboard access functionality.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supported	
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Supported	
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not Applicable	Disability Online Management System does not use a server-side image map.
(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.	Not Applicable	Disability Online Management System does not use a client-side image map.
(g) Row and column headers shall be identified for data tables.	Supported with One Exception	Table headers ("th") exist in all data grids. Not all table grids contain "summary" tag. The page title clearly explains the page functionality.
(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.	Not Applicable	Disability Online Management System does not have data grids with two or more logical levels of row or column headers.

(i) Frames shall be titled with text that facilitates frame identification and navigation	Not Applicable	Disability Online Management System does not use frames.
(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	Disability Online Management System does not employ images or media that flash messages across the screen to capture the user's attention.
(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.	Not Applicable	Disability Online Management System web pages are accessible. Therefore, there is no need to create a text-only page.
(l) 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.	Supported	Disability Online Management System uses server-side script instead of client-side script to validate fields. The web pages do not contain dynamic HTML. Redirecting or refreshing a page is only done when user directs the application (i.e. submit a form). AT software has been used to verify form submission scripts. The application does not generate any popup window.
(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 §1194.21(a) through (l).	Supported	Only Disability Online Management System tutorials have Flash objects. Keyboard access is an added feature to ensure accessibility of the Flash object. Notetakers may submit notes that are not accessible (PDF, PPT, or Excel). If student needs alternative format notes, student will notify notetakers and the office of the disability services.

<p>(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 completion and submission of the form, including all directions and cues.</p>	<p>Supported</p>	<p>When an error is found by the form validation tool, the page will display a list of error(s) on the form and provide a link to the related field.</p>
<p>(o) A method shall be provided that permits users to skip repetitive navigation links.</p>	<p>Supported</p>	<p>Disability Online Management System web pages are structured using level two and three headings. Web pages contain numerous anchors (error message and navigation links). The anchor is used when a form is submitted, errors are found, or when trying to find a field with an error.</p>
<p>(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.</p>	<p>Supported with One Exception</p>	<p>Disability Online Management System web pages does not require a timed response. However, for a security reason, the login session will be expired if it is left idle for 20 minutes.</p>

Section 1194.31 Functional Performance Criteria - Detail

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Criteria	Supporting Features	Remarks and explanations
<p>(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.</p>	<p>Supported</p>	<p>Commonly-used Assistive Technology (AT) can be used with Disability Online Management System. The web-based application is built to conform to section 1194.22 guidelines.</p> <p>Users of AT should contact their AT vendor to assess the compatibility of their product with internet browser products and to learn how to adjust their settings to optimize interoperability.</p>
<p>(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.</p>	<p>Supported</p>	<p>Commonly-used Assistive Technology (AT) can be used with Disability Online Management System. The web-based application is built to conform to section 1194.22 guidelines.</p> <p>AIM LLC understands the importance of having keyboard access. Flash video player, which is used to play video tutorials, has built-in keyboard navigation functionality.</p>
<p>(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided</p>	<p>Supported</p>	<p>Commonly-used Assistive Technology (AT) can be used with Disability Online Management System. The web-based application is built to conform to section 1194.22 guidelines.</p>

<p>(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.</p>	<p>Supported</p>	<p>The video training tutorials for students, if purchased, includes closed captioning.</p>
<p>(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.</p>	<p>Supported</p>	<p>Disability Online Management System does not require user speech as an input. Speech recognition is not required to access any information contained within the application.</p>
<p>(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.</p>	<p>Supported</p>	<p>Disability Online Management System does not require fine motor control or simultaneous actions.</p>

Section 1194.41 Information, Documentation, and Support – Detail
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Criteria	Supporting Features	Remarks and explanations
Section 1194.41 (a) Product Support Documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge.	Supported	Documentation for Disability Online Management System includes customization options for the program and information on how modify the application to manage student accommodations. Technical troubleshooting information is also available by contacting support@AccessibleLearning.com at no additional charge.
Section 1194.41 (b) Accessibility and Compatibility Features. 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.	Supported	Documentation for Disability Online Management System includes customization options for the program and information on how to modify the application to manage student accommodations. Technical troubleshooting information is also available by contacting support@AccessibleLearning.com at no additional charge.
1194.41 (c) Support Services for products shall accommodate the communication needs of end-users with disabilities.	Supported	Accessible Information Management LLC Support is familiar with such features as keyboard access and other options that are important to people with disabilities. For technical assistance please contact support@AccessibleLearning.com .

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