Checklist for Website Accessibility

In Web Pages:

Images have alternative (alt) text	Yes____	No ____
Images are not used for text, unless it is part of a logo or brand name	Yes ____	No ____
Headers 1- 6 are used to structure the page	Yes ____	No ____
Headers are NOT used for size of font or shout out	Yes ____	No ____
Graphs/charts have long text descriptions beneath them	Yes ____	No ____
Links describe where the link is going, not the url address	Yes ____	No ____
Links to documents contain the document type within the link text, i.e. (PDF)	Yes ____	No ____
All documents are available in an accessible version	Yes ____	No ____
Audio and video have subtitles, captions or written transcripts available	Yes ____	No ____
Audio and video can be paused or stopped by users	Yes ____	No ____
There is strong color contrast between text and background	Yes ____	No ____
Color is not used as a prompt or to convey information (this includes bold)	Yes ____	No ____
Pages do not contain quick flashing (ie more than three flashes a second)	Yes ____	No ____
Tables are avoided, or if used are simple tables with top and left Headings only	Yes ____	No ____
Tables are only used for data, and are NOT used for structuring the page	Yes ____	No ____
Tables have headings on the top and left, and NO headings in the middle	Yes ____	No ____
Text size is a minimum of 10 point	Yes ____	No ____

Please note: this is a general guide and does not include all accessiblity requirements