

Accessibility Check



Video & Audio Content

- Videos that are going to be used for instructional purposes are properly captioned.
- Videos that require captioning (by Student Accessibility Services) are sent to the Accessible Media Specialist at least two-weeks prior to being used in class.
- Videos that are automatically captioned (i.e. YouTube) are tested for proper captioning before use in the classroom.
- Narrated PowerPoint presentations that are submitted via Blackboard also provide captions or transcripts of audio.



BlackBoard Courses

- Format is easy to follow, navigate, and understand.
- If required, extended time is given for online tests (please see ["Extending Time in Blackboard Learn"](#) on the SAS Website for more information.)
- Folders, files, modules, etc. are properly labeled and informative so screen readers can relay important information when read aloud to students who are blind/low vision (i.e. "Week 2 Study Guide" instead of "file").
- Color themes that are applied are also easy to see and do not cause eyestrain.
- Graphics and images are given alternative text so screen readers will relay important information to students who are blind/low vision.
- Documents uploaded to Blackboard (PDF, Word, PP) are also accessible to students via screen reader (please see ["Accessibility of Course Content"](#) section of the SAS website)

Provided by the Office of Student Accessibility Services



Course Handouts

- If Brailled versions of documents are requested by a blind/low vision student, they are sent to the office of Student Accessibility Services at least two weeks before use in class so they can be properly converted.
- Documents being displayed on a projector screen are easy to view and have proper color contrasting.
- Students requiring electronic versions of class handouts are given them in a timely manner so they are viewable in tandem with the course lecture.
- If electronic documents are inaccessible by a screen reader for a blind/low vision student, proper steps are taken to remedy the document accessible (Please see the [SAS Website](#) for more information)

Kent State University



Physical Space

- Sightlines from the student to the instructor, whiteboard, and/or screen are clear.
- Pathways and exits are clear and easily navigated by a student using crutches, a wheelchair or other mobility device.
- If an accompanying support person is present (i.e. Aid, Interpreter), eye contact and conversations are made directly to the student, not the support person.
- If field trips or outings are planned, consideration for any limitations a student with a vision, mobility, or other impairment might encounter are given and addressed.