the learning exchange

Accessibility Guidelines

The Learning Exchange (TLX) is committed to principles of respect, inclusion and equality for all persons with disabilities. TLX strives to be an accessible website compliant with Accessibility for Ontarians with Disabilities Act (AODA) and Web Content Accessibility Guidelines (WCAG 2.0).

The Accessibility for Ontarians with Disabilities Act (AODA) issued by the Ontario government aims to make Ontario fully accessible to persons with disabilities by January 1, 2025. The act includes development of standards in five areas including Customer Service, Information & Communication, Built Environment, Transportation and Employment. Accessibility standards are the rules that businesses and organizations in Ontario will have to follow to identify, remove and prevent barriers to accessibility.

In the environment of The Learning Exchange, the AODA requirements apply toall content hosted on The Learning Exchange website. This includes the website itself, additional documentation (.doc/.docx, .pdf, .txt, etc.), as well as video and audio content.

By law in Ontario, any content on the internet is required to be accessible to levels A and AA in accordance with Web Content Accessibility Guidelines (WCAG).

Never before in history has information been so readily available, easy to create and simple to distribute.

We all benefit from accessible documents!

What does it mean to make information accessible?

Making information accessible means considering the needs of persons with disabilities:

- When you create new information, think about what might help someone who has low vision, hearing loss or a learning disability to understand it.

- To make your existing information more accessible, recreate it in an accessible format. For example, use large print for someone with vision loss.

- There are many ways to make accessible formats. Some examples are: Braille, accessible electronic formats, accessible audio formats, large print, or reading information aloud to the person directly.

Accessible communication doesn't mean more work.

Many people worry that providing accessible communication will change the way we do things. It will, but it doesn't necessarily mean more work. By making small but important changes in how we produce materials, we can make them accessible to people with disabilities with very little effort.

How can you do your part?

Easily. Verify your content, whether it be a website or a video, to ensure it is accessible.

Understanding Terms.

WCAG

WCAG is developed through the W3C in cooperation with individuals and organizations around the world with a goal of providing a single shared standard for web content accessibility that meets the needs of individuals, organizations, and governments internationally. http://www.w3.org/WAI/intro/wcag

Accessible Document

A document that allows all users to find and digest their desired content and perform desired functions with the same degree of efficiency regardless of their exceptionalities.

Office Accessibility Checker

Tests for some technical issues that may impede the accessibility of the document.

Levels of compliance

Level A : This is the absolute minimum you must do to try to make your content accessible

Level AA : This is the international accepted standard and the one most organizations are choosing to comply with

Level AAA : This shouldn't be considered a "nice to have" but, rather, "What is standing in our way?"

Resources to help aid in the process:

https://adod.idrc.ocadu.ca/
Useful walkthroughs/tutorials on verifying your office documents (Microsoft Word, PowerPoint, etc.) are accessible

http://accessible-colors.com/
Useful tool to verify colour contrasts

http://www.access-for-all.ch/en/pdf-lab/pdf-accessibility-checker-pac.html
A powerful tool to help check the accessibility of a pdf document