Steps to Evaluate Resources for Accessibility

Overview:

This resource supports educators in assessing and improving the accessibility of resources including Open Educational Resources (OER). It guides users through evaluating whether materials meet inclusive design, accessibility, and equity standards.

Purpose:

Using this resource assists in reviewing materials for accessibility in a hybrid, step-by-step approach. Incorporating accessible resources supports equity and inclusive pedagogy.

Each resource section assists in assessing equitable access for all and in maintaining institutional compliance using a hybrid approach of both automated and manual testing. Each is needed to ensure full compliance.

Category	Accessibility Focus	Quick Actions
Web Resources	Ensure page structure, color contrast, keyboard access, captions, and alternate text.	Directions to use WAVE, Axe, ANDI, NVDA, or VoiceOver.
Document Resources	Check tagged headings, reading order, alt text, and descriptive links in DOCX/PDF.	Directions to use the built-in Microsoft Accessibility Checker, Grackle Docs, and Acrobat Pro.
Multimedia Resources	Confirm accurate captions, transcripts, alternate text, and no flashing or color-only meaning.	Verify captions and transcripts for multimedia elements.
Third-Party Tools	Review VPAT/ACR for WCAG 2.2 compliance; confirm accessible integration.	Request updated VPAT 2.5, test with keyboard, and document findings in the included VPAT/ACR Tracking Table template.

Practical Accessibility Steps:

1. Start with automated scans, then manually verify usability with assistive tech.
2. Document all accessibility testing results and store in an institutional repository.
3. Replace or remediate inaccessible content.
4. Request updated VPAT/ACR from vendors for any third-party integrations and work with vendors on a road map for accessible products.
5. Maintain compliance records under ADA Title II and Section 508.

Scan for the full lesson and resources on OER Commons:

While the full lesson and resources specifically covers Open Education Resources (OER), the same process can be used to evaluate non-OER materials.

https://oercommons.org/courseware/lesson/133717/student/461248?section=1