

# Digital Accessibility Checklist



## Contrast

Ensure strong contrast between text and background for clear visibility.



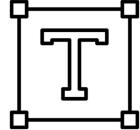
## Color

Pair color with text, icons or patterns. Avoid using color as the only indicator.



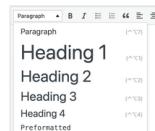
## Alternative Text

Include clear, descriptive alternative text for all images, charts, and graphics.



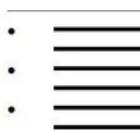
## Use of Text

Use actual text, not images of text, to allow for selection, resizing, and proper formatting.



## Heading Styles

Apply heading styles in logical order without skipping levels to maintain structured content.



## List Styles

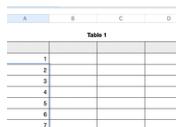
Use built-in bulleted or numbered list styles for organized information presentation



## Links

Write descriptive link text that communicates purpose or destination without needing additional context.

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## Tables

Use simple tables with defined column and row headers. Avoid merged or empty cells where possible.



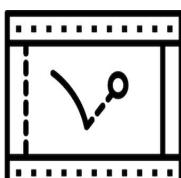
## Multimedia

Provide captions, transcripts, and audio descriptions for all media content.



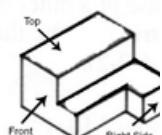
## File Formats

Share documents in their original (native) file format instead of only using PDFs.



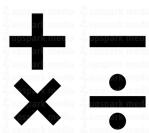
## Animations and Movements

Include a way to pause or stop auto-playing, moving, or blinking content. Avoid flashing visuals.



## Shape, Size, and Position

Use labels or clear instructions instead of referencing shape, size, or location alone.



## Math

Present equations using accessible formats such as MathML, LaTeX, or built-in equation editors to ensure readability and compatibility with assistive tools.

Scan QR code to learn more about digital accessibility at GVSU:

