# Dallas College Accessibility Checklist.

Learn more at DallasCollege.edu/AccessiblityChecklist

This checklist will provide a starting point to help you assess whether your content meets accessibility standards. The links in the descriptions will take you to a full explanation and tutorial.

Use this checklist to review your online content.

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| **Item and Description** | **Yes** | **No** | **Notes and Revision Plan** |
| 1. All images, graphics, tables, etc. have [descriptions (alt text)](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/pages/alt-attributes.aspx). |  |  |  |
| 2. All videos have [accurate captions](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/pages/captions.aspx). |  |  |  |
| 3. All audio-only content has [a full transcript](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/Pages/audio-transcripts.aspx). |  |  |  |
| 4. [Tables are properly formatted](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/Pages/building-tables.aspx), so that they can be read easily by a screen reader. |  |  |  |
| 5. [Headings are used](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/Pages/headings.aspx) to organize content and make it easy to navigate. |  |  |  |
| 6. [Contrasting colors and simple backgrounds are used](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/Pages/color-contrast.aspx) in all materials. Text and graphics are meaningful when viewed without color. |  |  |  |
| 7. [Descriptive hyperlinks](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/Pages/descriptive-links.aspx) are used instead of the URL alone or a hyperlinked “click here.” |  |  |  |
| 8. [Links are provided to all applets, scripts and plugins](https://www.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/pages/accessible-applets.aspx) needed to launch various technologies. |  |  |  |
| 9. All documents and presentations (example: Word, Excel, PowerPoints and PDFs) have been tested with [an accessibility checker](https://wwws.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/pages/accessibility-checkers.aspx). |  |  |  |
| 10. The [accessibility of all tools, content, materials and websites, including those from external sources, has been confirmed](https://wwws.dcccd.edu/au/fastfacts/legal/accessibility/guidelines/Pages/publisher-content.aspx). |  |  |  |