

ACCESSIBILITY GUIDELINES CHECKLIST



Media: Audio, Visual and Animation

Component

Accessibility Guideline Practices

AUDIO FILES

- Text transcripts are provided for audio files.

SELF OR SJC PRODUCED VIDEOS

- Closed captioning is provided for videos with audio.
- If closed captioning is not available, a text transcript is provided or can be made available upon request for videos with audio.
- Crucial information found only in a video within your course is available in both audio and transcript form.

OUTSIDE SOURCE VIDEOS

- You are not expected to caption outside videos, however, it is best practice to search for and use videos that contain closed captioning.
- Review videos to ensure accuracy rate is at least 85% and contains no offensive language.
- Animations are user controlled or short in duration.

ANIMATIONS

- Automatically moving, blinking or scrolling content that lasts longer than 5 seconds can be paused, stopped or hidden by the user.
- Captions are provided for animation.

MOVING IMAGES

- Large or moderate size images do not flash more than 3 times per second.
- Significant contrast is available between the flashes.

COLLABORATE

- If you have a student who requires captioning in an online (synchronous) meeting, arrangements are made for a captioner.

For more information:
View the OnDemand Training - Designing Accessible Content section at sanjac.edu/innovate