A is for Accessibility

Every exam paper contains an instructions along the lines of:

- Accessibility features for visually impaired users

This comes into several areas of the markgrid, so dealing with the issues here will get you lots of marks If you're thorough they are easy enough marks to get.

This means dealing with:

- users who are "totally" blind – will use software to read the screen to them
- users who find it difficult to read text on screens
- users who are "colour blind"

Ways to deal with accessibility

- **text** that is big enough (12) but not too big
- a **clear font** (Verdana or Arial)
- good **colour contrast** (e.g. dark on light) so that **text stands out well**
- **links** underlined and in appropriate colours – use **Properties** > **Site Properties**
- avoid **red/green** colour combinations – colour blindness
- clear **headings** and subheadings – bold and bigger
- **Alt text** on **every** image – this means that screen reading software will be able to tell blind users what images there are on the screen

Using Alt text

1. Place an image on the page
2. **Right click** > **Edit Picture**
3. Choose the **ALT/TITLE** tab (far right)
4. **Untick** the box
5. Type a few words to describe your image in the box > OK
   Nothing seems to happen – but the Alt text is there

Do this for every image on your site – including ones on Master Slides