# Foothill College: Accessibility Checklist for Online Courses

[Request assistance with accessibility](http://foothill.accessibility.sgizmo.com/s3/)

**Instructor**:
**Course Site Title**:
**Date of Review**:

**Reviewed by**:

1. Do all images and graphics have alternative text descriptions (ALT text) or captions? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [alt text/tags](http://accessibility.psu.edu/images/alttext/).

**Comments**:

1. Are all documents and course materials properly formatted with heading levels for [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

**organization and structure?**

Learn more about [headings](http://accessibility.psu.edu/headings/).

**Comments**:

1. Are all lists formatted? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about lists in [MS Office](http://accessibility.psu.edu/microsoftoffice/) and [websites](http://accessibility.psu.edu/webpagetools/).

**Comments**:

1. Are all links written with meaningful text? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [meaningful link text](http://accessibility.psu.edu/linktext/).

**Comments**:

1. Do all tables have with headers and proper reading order? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [table headers](http://accessibility.psu.edu/microsoftoffice/microsofttableheaders/).

**Comments**:

1. Has using color alone used to convey meaning been avoided? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [color blindness](http://accessibility.psu.edu/accommodations/audience/colorblindness/) and [color coding](http://accessibility.psu.edu/color/colorcoding/).

**Comments**:

1. Is sufficient color contrast used? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [contrast](http://accessibility.psu.edu/legibility/contrast/).

**Comments**:

1. Does all audio have transcripts available? Do all videos have closed captioning? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [transcripts](http://www.foothill.edu/fga/captioning.php) and [captions](http://www.foothill.edu/fga/captioning.php).

**Comments**:

1. Are all software applications and publisher’s materials accessible? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about what to [ask publishers regarding accessibility](http://www.foothill.edu/fga/askpublishers.php).

**Comments**:

1. Are all math symbols and science equations accessible? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [making math and STEM content accessible](http://accessibility.psu.edu/math/).

**Comments**:

1. Are all external websites that are referenced accessible? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about using the [WAVE accessibility checker](http://wave.webaim.org/).

**Comments**:

1. Are all Word, PDF, and PowerPoint documents accessible? [ ]  Yes [ ]  No [ ]  Some [ ]  N/A

Learn more about [creating accessible PDF documents](http://www.foothill.edu/fga/workshops/making_accessible_pdfs/Resources/Creating_Accessible_PDF_Documents_Resources.pdf).

**Comments**: