Etudes Course Accessibility Guide

Etudes and Accessibility

On July 4th, 2013 Etudes made Accessibility Enhancements. This change means that links in Etudes are now underlined (accessible) for students and faculty with color blindness and/or low vision. You don't need to do anything to make your links accessible in Etudes.

Some of you might not like the look of underlined links. However, making links identifiable by more than just color alone is an accessibility requirement.

According to W3C, accessibility requires that links must be identifiable in a way that is accessible with or without color information. In other words, our course content in Etudes should not rely exclusively on color to convey meaning (Success Criterion 1.4.1 Use of Color).

- For details about this accessibility requirement, see Web Content Accessibility Guidelines.

When a webpage does not have underlining for links but instead uses a font color to indicate a link, it means that color blind/low vision students cannot tell where the hyperlinks are on a webpage.

Most of us are accustomed to seeing links underlined. Even sighted students might not be able to tell which text is linked if the underline convention is not used. Also, be sure to avoid using underlines for anything other than links.

More information about underlining links is available at -

- WebAIM Underlining
- Universal Usability - Underline
- Keep the Underline

How to Make Links in Etudes: Convert Text into Active Links Using the Etudes CK Editor

In order to change text into active links in Etudes, you need to follow these steps:

1. Click on Modules
2. Open one of the sections of one of your Modules that uses the CK Editor
3. Roll your cursor over the text that you want to be an active link. This "selects" the text.
4. Click on the "link" icon in the CK Editor
5. Type in the webpage link address or URL
6. Click on the OK button
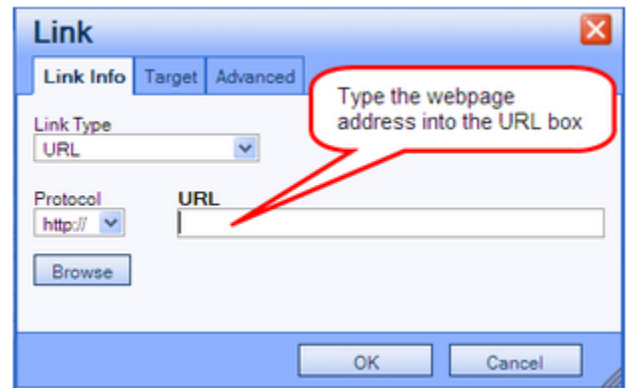
The same process works in the CK Editor in Assignments, Tests and Surveys as well as in Discussions.

For further instructions, please visit "Embedding Links in Your Content With CK Editor."

Accessible Webpages in Etudes

Etudes, Inc. is committed to accessibility compliance. Review the specific ways that the Etudes course management system addresses accessibility.

For the benefit of our students with low-vision who use Screen Reader software, we need to make all the webpages in our Etudes course sites accessible. At a minimum, this means that:

- all meaningful images need to have alternative descriptions
- headings need to be organized and formatted with levels
- lists need to be formatted

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Alternative Description for Images

You need to provide a brief description that conveys meaning and significance of each image so that the student's Screen Reader will tell the student what the image is all about since they can't see it themselves. Images include photographs, cartoons, clipart, figures, graphs, illustrations, and charts.

- For most images that you use, you simply need to describe the meaning of the image within the context of the webpage content.
- For images that are simply decorative, you need to leave the alternative text box empty so that the Etudes editor will label it appropriately for Screen Reader software.

In order to add a description for an image using the built-in Etudes CK Editor, follow these steps:

1. Go to a Module in Author view
2. Click on an image
3. Click on the Image icon in the Toolbar to get to Image Properties
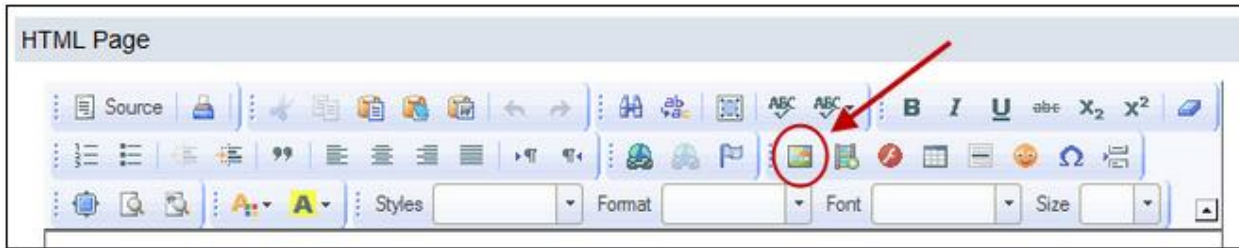
4. In Image Properties, type in a description of the image in the Alternative Text area
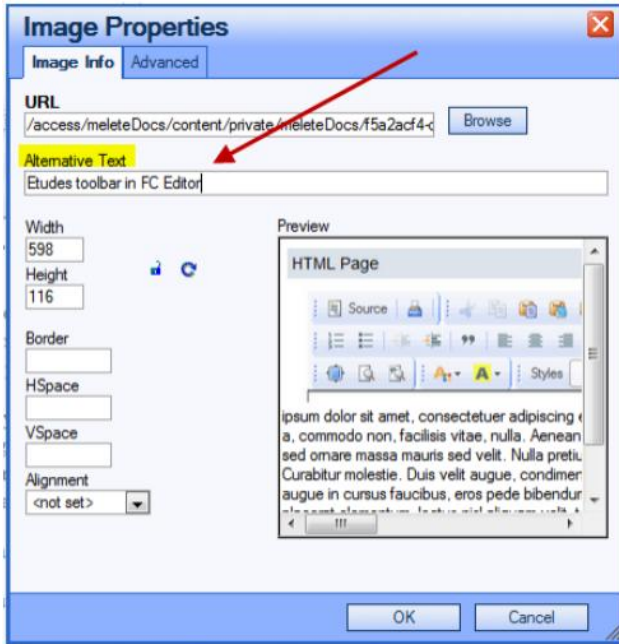
Heading Levels

In order to set a Heading level using the Etudes FC Editor, follow these steps:

1. Go to Module in Author mode to the Etudes Editor
2. Select a heading.
3. Click on Format drop down menu.
4. Select the appropriate level for the heading
5. Click on Save or Done button at bottom
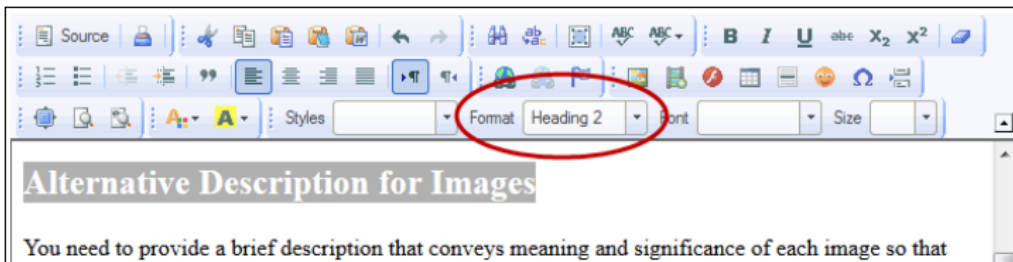
Formatted Lists

In order to format a list using the Etudes CK Editor, follow these steps:

1. Select the list
2. Click on the list icon: bulleted or numbered
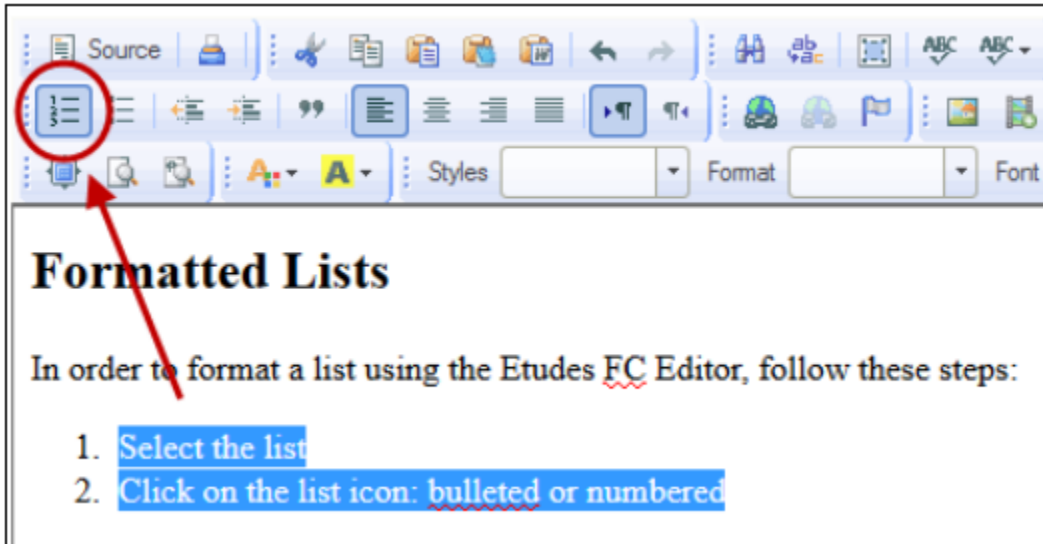
Formatting Tip

If you are like most Etudes users, you have experienced many frustrating hours trying to make a Module look "right" after copy-pasting content.

To clear up the formatting quickly, select the troublesome content then click on the eraser icon in the CK Editor toolbar.
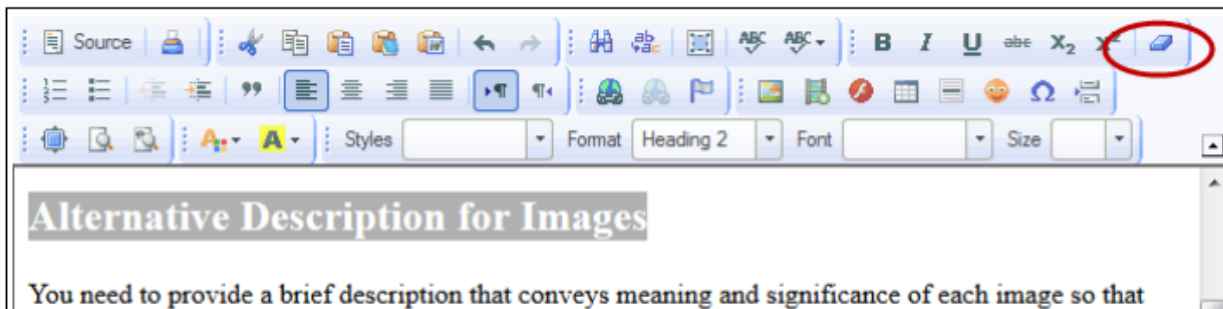
Granting Special Access for Assessments & Discussions

Assessment Accommodations for Students

When a student with a registered disability enrolls in your online course, you are likely to receive student accommodation information from the staff at your campus student disability services program. Often, the student accommodation requires you to give the student extended time to take a timed test and/or complete assignments.

Special Access

Fortunately, Etudes provides an easy way for you to do this for tests and assignments as well as discussions.

- Find out how to use the Special Access feature at [Granting Special Access to Assignments or Tests.](#)

- Find out how to use the Special Access feature at [Granting Special Access in Discussions](#).

Global Special Access

If you have a lot of quizzes, assignments and discussion, Etudes has another handy feature that allows you to extend the amount of time for individual students across your entire course site very quickly and efficiently. .

- Instructions are available from the Etudes Help Tutorial at [Global Special Access](#).

Make Your Homepage Accessible

Did you know that the image on the Homepage of your Etudes course site might not be accessible?

In order to meet accessibility requirements, all meaningful images in your Etudes course site must have alternative text descriptions. Images include photographs, cartoons, figures, and charts.

This is for the benefit of our students with low-vision who use Screen Reader software. In other words, you need to provide a brief description that conveys meaning and significance of each image. This is so that the student's Screen Reader software will tell the student what the image is all about since they can't see it themselves.
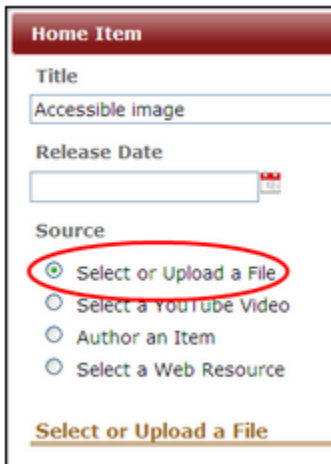
Alternative Text

- For most images that you use, you simply need to describe the meaning of the image within the context of the webpage content.

- For images that are simply decorative, you need to leave the alternative text box empty so that the Etudes editor will label it appropriately for Screen Reader software.
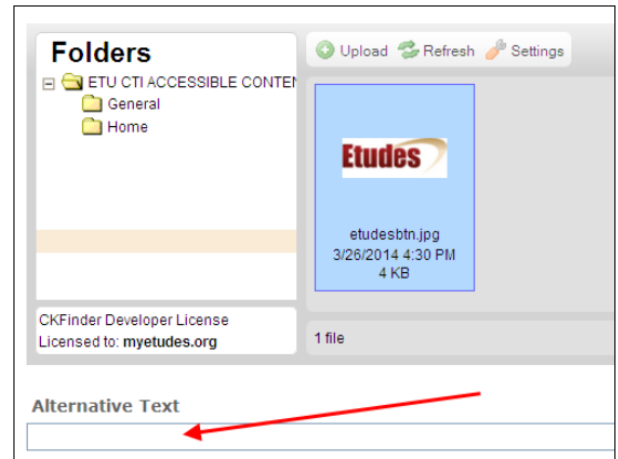
Review the instructions available in the Etudes Tutorial titled: [Adding Items to Your Home](#).
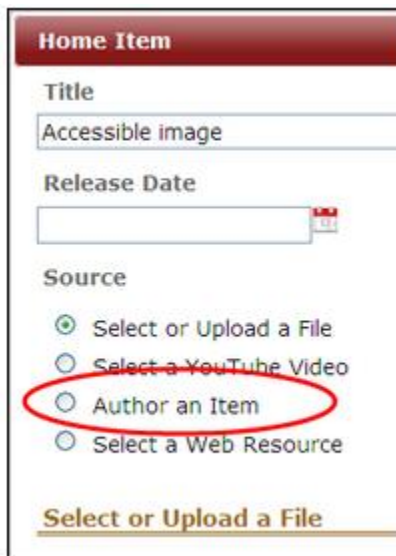
Upload a File

If you choose to "**Upload a File**" for your Homepage, then after you have uploaded your file, look just below the file browser window for a box for "**Alternative Text**." Add a short description of the image. (For decorative images that don't need a description, just type in two quote marks with no space between: "")
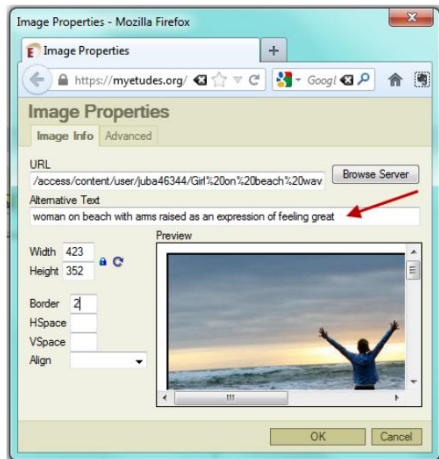

Author an Item

If you choose to "**Author an Item**" for your Homepage, follow these steps -

1. Click on the Image icon to insert an image on the HTML Page.

2. Upload an image and add Alternative Text description (for decorative images that don't need a description, just leave the Alternative Text box empty).

3. Log out of Etudes as instructor and then login again as Fake Student just to be sure that the image shows up the way you want.

Select a Web Resource

If you choose to "**Select a Web Resource**" for your Homepage, follow these steps -

1. Enter a Title
2. Enter the URL or webpage address of your image or webpage. (For example, a photo of kittens from the Etudes Image Gallery - http://etudes.org/wp-content/uploads/3cats.jpg)
3. Enter a short description of the image or webpage in the Alternative Text box
4. Click on Done or Publish

Review Etudes Modules for Accessibility using WAVE

In order to use the WebAIM WAVE tool to check the accessibility of a Module in Etudes, first you must [download](#) and install it on your toolbar in Firefox.

Once you have done that:

1. Go to the Module or Section that you want to check via View mode
2. Right click your mouse
3. Click on **This Frame**
4. Click on **Open Frame in New Window**
5. Click on **Errors, Features, and Alerts** in your WAVE toolbar in Firefox