



# Voluntary Product Accessibility Template® (VPAT®)

## Revised Section 508 Edition

Version 2.6

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## About This Document

The VPAT is provided in four editions based on the standards/guidelines being evaluated. The editions are WCAG, Revised 508, EN 301 549 and International, which includes all of the standards.

This is the Revised Section 508 edition of the VPAT. It includes the following standards/guidelines:

- [Web Content Accessibility Guidelines 2.0](#)
- [Revised Section 508 standards published January 18, 2017 and corrected January 22, 2018](#)

If you need a different combination of standards/guidelines then use the appropriate alternate edition of the VPAT found on the [ITI Accessibility web page](#).

This document is broken into two main sections:

- Essential Requirements and Best Practices for using the VPAT® to complete an Accessibility Conformance Report (the instructions)
- The VPAT

Please carefully review the Essential Requirements and Best Practices sections before using the VPAT to create an Accessibility Conformance Report.

The purpose of these instructions is to promote accurate and consistent reporting of product accessibility information.

The VPAT is a template used to document a product's conformance with accessibility standards and guidelines. The purpose of the Accessibility Conformance Report is to assist customers and buyers in making preliminary assessments regarding the availability of commercial "Electronic and Information Technology," also referred to as "Information and Communication Technology" (ICT) products and services with features that support accessibility.

The Information Technology Industry Council (ITI) provides the VPAT. Use of the template and service mark does not require membership in ITI.

# Essential Requirements and Best Practices for Information & Communications Technology (ICT) Vendors

This section provides guidance for reporting product conformance for major accessibility standards and guidelines using the VPAT<sup>®</sup> to produce the Accessibility Conformance Report. Deviating from these guidelines precludes vendors from referencing the template by name and/or the VPAT acronym.

## Getting Started

1. Before creating a report, read all of the materials provided in this document.
2. Determine which accessibility standards/guidelines will be included in the Accessibility Conformance Report and use the appropriate VPAT file.
3. It is the vendor's responsibility to maintain the integrity of the data in the report.

## Essential Requirements for Authors

The following are the minimum requirements to produce an Accessibility Conformance Report based on the VPAT<sup>®</sup>.

1. The VPAT name and template are registered service marks of ITI. Use of the VPAT template and name requires the inclusion of the registered service mark (i.e., "VPAT<sup>®</sup>"). Users of the VPAT agree not to deviate from the Essential Requirements for Authors.
2. The template file can be used as is or replicated in a different delivery format, for example as HTML or PDF. The final conformance report must be accessible.
3. A report must contain the following content at a minimum:
  - Report Title – In the heading format of "[Company Name] Accessibility Conformance Report"
  - VPAT Heading Information – Template version
  - Name of Product/Version – Name of Product being reported, including product version identifier if necessary
  - Report Date – Date of report publication. At a minimum, provide the month and year of the report publication. For example, "May 2016". If date is included, ensure it is clear "4 May 2016" or "May 4, 2016".
  - Product Description – A brief description of the product
  - Contact Information – Contact Information for follow-up questions. Listing an email is sufficient.

- Notes – Any details or further explanation about the product or the report. This section may be left blank.
- Evaluation Methods Used – Include a description of evaluation methods used to complete the VPAT for the product under test.
- Applicable Standards/Guidelines – A clear indication of which Standards/Guidelines this Conformance Report covers.
- The list must include only the Standards/Guidelines used to evaluate the product.
- The applicable Standards/Guidelines that are included in this VPAT edition are:
  - [Web Content Accessibility Guidelines 2.0](#) or WCAG 2.0 (ISO/IEC 40500)
  - [Revised Section 508 standards](#) – the U.S. Federal accessibility standard for ICT Products, published by the U.S. Access Board in the Federal Register on January 18, 2017 and corrected on January 22, 2018
- If other Standards/Guidelines are reported, then use the appropriate VPAT edition.
- This information can be in a table format at the top of the report with the table heading ‘Standards/Guidelines’ and the reported Standards/Guidelines identified. This information can alternatively be supplied in the introductory text of the report. In the VPAT we have used a table as an example and listed “(yes / no)” for each standard/guideline. To indicate what the report covers leave the appropriate yes or no on each standard/guideline.
- If multiple Standards or Guideline tables are included, each table must identify the Standard or Guideline that the criteria in that table represent.
- Terms - The report must list the definition of the terms used in the Conformance Level column. ITI recommends the following terms. If a vendor deviates from the ITI definitions, the vendor shall reference this change in the heading Notes section. If a term is not used it can be removed from the list. The ITI definitions are: This can only be used in WCAG 2.x Level AAA
- Supports - The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- Partially Supports - Some functionality of the product does not meet the criterion.
- Does Not Support - The majority of product functionality does not meet the criterion.

- Not Applicable - The criterion is not relevant to the product.

Note: When filling in the WCAG tables, a response may use 'Supports' where one might otherwise be inclined to use 'Not Applicable'. This is in keeping with [WCAG 2.0 Understanding Conformance](#): This means that if there is no content to which a success criterion applies, the success criterion is satisfied.

- Not Evaluated: The product has not been evaluated against the criterion. This can only be used in WCAG 2.x Level AAA.
- Tables for Each Standard or Guideline – Tables showing the responses to the criteria.

4. WCAG Conformance Information – The answers in the WCAG success criteria are based on the level of conformance being reported (Level A, AA or AAA).

- These tables are used to answer:
- Revised Section 508:
  - Chapter 5 Software
  - Chapter 6 Support Documentation
- The selected levels of WCAG 2.0 Guidelines.
- If using a summary table, due to answers applying to multiple criteria, when answering for the Revised Section 508, the answers need to be clear about which individual criteria the answer applies to. It is possible to either use a summary, selecting the worst case for the criteria, or to have separate answers or even tables for software, support documentation, authoring tools, etc., so long as the methodology used is made clear.

5. Remarks and Explanations – Detailed remarks should be provided in the Remarks and Explanations column to justify your answer in the Conformance Level column.

When the conformance level is 'Partially Supports' or 'Does Not Support', the remarks should identify:

- The functions or features with issues
- How they do not fully support
- If the criterion does not apply, explain why.
- If an accessible alternative is used, describe it.

6. In the Section 508 tables, when subsections of criteria do not apply to the product, the section may be summarized or removed as long as an explanation is provided explaining why a criterion does not apply. Another alternative is to leave the table and add a summary why the section does not apply. For example, in Chapter 5 the criteria in 502 and 503 will not apply to a web only application, thus those sections can be removed with a summary in the notes for the chapter, or a row in the table.

## Best Practices for Authors

ITI suggests that authors adopt the following best practices when using the VPAT® to create an Accessibility Conformance Report.

- **Branding Header:** Company logo or branding information
- **Report Date Changes:** If a report is revised, change the report date and explain the revision in the Notes section. Alternately, create a new report and explain in the Notes section that it supersedes an earlier version of the report.
- **Notes:** Add any notes applicable to product or the report
  - Additional information about the product version that the document references
  - Any revisions to the document
  - Links to any related documents
  - Additional information describing the product
  - Additional information about what the document does or does not cover
  - Information suggested by the [WCAG 2.0 Conformance Claim](#)
  - Information needed to satisfy ISO/IEC 17050-1:2004, Supplier's Declaration of Conformity
- **Evaluation Methods Used –** Information to enter may include the following:
  - Testing is based on general product knowledge
  - Similar to another evaluated product
  - Testing with assistive technologies
  - Published test method (provide name, publisher, URL link)
  - Vendor proprietary test method
  - Other test method
- **Remarks and Explanations:** This section may include:
  - Information regarding the testing of a given criteria.
  - Information on application dependencies to support accessibility (e.g. OS, app frameworks, browsers recommended).

- How the customer can find more information about accessibility issues. One method can be to include the bug ID where customers can call the company's customer support to get additional information.
- Known workarounds for accessibility issues.
- **Legal Disclaimer:** Area for any legal disclaimer text required by your organization.
- **Report Size:** To reduce the size of the report it is acceptable to remove sections. Individual criteria cannot be removed, only sections at a time. Section removal is acceptable in four situations:
  - When an entire section is not being reported on because it does not apply to the product, for example:
    - Chapter 4: Hardware. Information should be included in the notes for that section why it has been removed.
    - A card reader that doesn't have sound could remove the criteria in section 413 Closed Caption Processing Technologies and just note the why the criteria doesn't apply.
    - If the product is not being evaluated for a level of the criteria (for example Level AAA) then that table may be deleted.
    - If a requesting customer has identified that a section of the standard does not apply, information should be included in the notes that the section has been removed.
- **WCAG 2.0 Tables:** The WCAG 2.0 criteria are shown in three tables, Level A, Level AA, and Level AAA.
  - If desired, these tables can be combined into one table.
  - When reporting on a level (A, AA or AAA) all criteria for that level must be answered.
- **Language:** Translation to other languages is permitted.
- **Multiple Reports:** When using the VPAT to create an Accessibility Conformance Report for complex products it may be helpful to separate answers into multiple reports. For example, when a product is an Authoring Tool that also has web content and documentation. When multiple reports are used for a complex product, it is required to explain this and how to reach the other reports in the Notes section of each report.
- **Criteria Text:** To help conserve space in the ITI template only the criteria ID number and a short title have been included. Where possible, links have been included to the standard/guideline.
  - It is acceptable to add the full text of the criteria into the cell if desired to help with understanding.
  - The links to the standards/guidelines can be removed.

- **Ordering of Tables:** The order that the standard and guideline tables appear may be changed to facilitate reading. The current order is WCAG then Section 508. You can change this order to insert the WCAG criteria into the Section 508 tables.
- **Guideline Section Heading Rows in Tables:** The tables include heading rows to facilitate understanding the context of the criteria.
  - The cells in these rows do not require answers as indicated by “Heading cell – no response required.”
  - It is optional to add a response if desired.
  - The shading of the row is also optional.
  - If removing the heading rows, edit the criteria titles so it’s clear where they apply.

## Posting the Final Document

When publishing your Accessibility Conformance Report, be sure to remove the entire first 9 pages of this document, including the table of contents, introductory information and instructions.

Check for each required item in the VPAT® document:

- **[Company Name] Accessibility Conformance Report** (report title)
- **(Based on VPAT® Version 2.4)**
- **Name of Product/Version**
- **Report Date**
- **Product Description**
- **Contact Information**
- **Notes**
- **Evaluation Methods Used**
- **Applicable Standards/Guidelines**
- **Terms**
- **Tables for Each Standard or Guideline**
  - Check that there is a response for each criterion for ‘Conformance Level’ and ‘Remarks and Explanations.’
  - Verify that the final document is accessible.
  - Post your final document on your company’s web site, or make the document available to customers upon request.



## Table Information for VPAT® Readers

For each of the standards, the criteria are listed by chapter in a table. The structures of the tables are: the first column contains the criteria being evaluated, the second column describes the level of conformance of the product regarding the criteria and the third column contains any additional remarks and explanations regarding the product.

- When sections of criteria do not apply, or are deemed by the customer as not applicable, the section is noted as such and the rest of that table may be removed for that section.
- When multiple standards are being recorded in this document, the duplicative sections are noted and responded to only one time. The duplicate entry will note the cross reference to the data.

# **LabStats Accessibility Conformance Report**

## **Revised Section 508 Edition**

(Based on VPAT<sup>®</sup> Version 2.4)

**Name of Product/Version: LabStats 6**

**Report Date: 3/12/2021**

**Product Description: LabStats is a software package which collects data on hardware and software usage and offers utilization statistics and analytics on that usage to permitted users via the LabStats Portal. Portions of the LabStats software package can be hosted in the cloud and this Security & Compliance Overview provides details of this arrangement.**

**Contact Information:**

**Tyler Jacobson, Director of Customer Success**

**208 473-2222 Ext 520**

**Tyler@labstats.com**

**Notes:**

## Evaluation Methods Used: Applicable Standards/Guidelines

This report covers the degree of conformance for the following accessibility standard/guidelines:

Standard/Guideline	Included In Report
<a href="#">Web Content Accessibility Guidelines 2.0</a>	Level A (Yes) Level AA (Yes) Level AAA (No)
<a href="#">Revised Section 508 standards published January 18, 2017 and corrected January 22, 2018</a>	(Yes)

## Terms

The terms used in the Conformance Level information are defined as follows:

- **Supports:** The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Partially Supports:** Some functionality of the product does not meet the criterion.
- **Does Not Support:** The majority of product functionality does not meet the criterion.
- **Not Applicable:** The criterion is not relevant to the product.
- **Not Evaluated:** The product has not been evaluated against the criterion. This can be used only in WCAG 2.0 Level AAA.

## WCAG 2.0 Report

Tables 1 and 2 also document conformance with Revised Section 508:

- Chapter 5 – 501.1 Scope, 504.2 Content Creation or Editing
- Chapter 6 – 602.3 Electronic Support Documentation

Note: When reporting on conformance with the WCAG 2.0 Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the [WCAG 2.0 Conformance Requirements](#).

## Table 1: Success Criteria, Level A

Notes:

Criteria	Conformance Level	Remarks and Explanations
<p><b><u>1.1.1 Non-text Content</u></b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>● 501 (Web)(Software)</li> <li>● 504.2 (Authoring Tool)</li> <li>● 602.3 (Support Docs)</li> </ul>	<p>Web: N/A Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>All non-artistic, non-text content has text alternatives.</b> Authoring Tool:</p>
<p><b><u>1.2.1 Audio-only and Video-only (Prerecorded)</u></b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>● 501 (Web)(Software)</li> <li>● 504.2 (Authoring Tool)</li> <li>● 602.3 (Support Docs)</li> </ul>	<p>Web: N/A Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>No audio or video content in software.</b> Authoring Tool:</p>
<p><b><u>1.2.2 Captions (Prerecorded)</u></b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>● 501 (Web)(Software)</li> <li>● 504.2 (Authoring Tool)</li> <li>● 602.3 (Support Docs)</li> </ul>	<p>Web: N/A Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>No audio or video content in software.</b> Authoring Tool:</p>
<p><b><u>1.2.3 Audio Description or Media Alternative (Prerecorded)</u></b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>● 501 (Web)(Software)</li> <li>● 504.2 (Authoring Tool)</li> <li>● 602.3 (Support Docs)</li> </ul>	<p>Web: N/A Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>No audio or video content in software.</b> Authoring Tool:</p>
<p><b><u>1.3.1 Info and Relationships</u></b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>● 501 (Web)(Software)</li> <li>● 504.2 (Authoring Tool)</li> <li>● 602.3 (Support Docs)</li> </ul>	<p>Web: N/A Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>The software, being HTML based, utilizes proper heading tags to programmatically convey information hierarchy.</b></p>

		Authoring Tool:
<p><a href="#">1.3.2 Meaningful Sequence</a> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>Content is visually and programmatically presented in a meaningful and identical sequence.</b> Authoring Tool:</p>
<p><a href="#">1.3.3 Sensory Characteristics</a> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>Content does utilize sensory characteristics to increase the speed in which content can be digested by users, however, text-based equivalents are always present.</b> Authoring Tool:</p>
<p><a href="#">1.4.1 Use of Color</a> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>Content does utilize color to increase the speed in which content can be digested by users, however, text-based equivalents are always present and occasionally sensory equivalents are also present.</b> Authoring Tool:</p>
<p><a href="#">1.4.2 Audio Control</a> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>No audio or video content in software.</b> Authoring Tool:</p>
<p><a href="#">2.1.1 Keyboard</a> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>All software functionality can be achieved through the use of a keyboard.</b> Authoring Tool:</p>
<p><a href="#">2.1.2 No Keyboard Trap</a> (Level A)</p>	<p>Web:</p>	<p>Web:</p>

<p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Electronic Docs: Software: <b>No keyboard traps are present in the software.</b> Authoring Tool:</p>
<p><a href="#">2.2.1 Timing Adjustable</a> (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>No user interaction timers exist within the software.</b> Authoring Tool:</p>
<p><a href="#">2.2.2 Pause, Stop, Hide</a> (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>No content is present that scrolls, blinks, or hides. Content remains visible until user action is taken.</b> Authoring Tool:</p>
<p><a href="#">2.3.1 Three Flashes or Below Threshold</a> (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>No content flashes. Content remains visible until user action is taken.</b> Authoring Tool:</p>
<p><a href="#">2.4.1 Bypass Blocks</a> (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>	<p>Web: Electronic Docs: Authoring Tool:</p>	<p>Web: Electronic Docs: Authoring Tool:</p>
<p><a href="#">2.4.2 Page Titled</a> (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>Pages are uniquely titled to indicate their purpose.</b> Authoring Tool:</p>

<p><b>2.4.3 Focus Order</b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>Focus and navigation of controls is in a meaningful sequence.</b> Authoring Tool:</p>
<p><b>2.4.4 Link Purpose (In Context)</b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>The purpose of links can be determined from the link text in most cases, and if not, programmatically through alternative link attributes.</b> Authoring Tool:</p>
<p><b>3.1.1 Language of Page</b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>Language can be programmatically determined from HTML attributes.</b> Authoring Tool:</p>
<p><b>3.2.1 On Focus</b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>User interface controls do not initiate change of contexts through focus, other than the indication of that focus.</b> Authoring Tool:</p>
<p><b>3.2.2 On Input</b> (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>User interface controls do not initiate change of contexts through input, other than the indication of that focus.</b> Authoring Tool:</p>
<p><b>3.3.1 Error Identification</b> (Level A)</p> <p>Also applies to:</p>	<p>Web: Electronic Docs:</p>	<p>Web: Electronic Docs:</p>

Revised Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	Software: <b>Supports</b> Authoring Tool:	Software: <b>Identified errors are presented to users via text.</b> Authoring Tool:
<a href="#">3.3.2 Labels or Instructions</a> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:	Web: Electronic Docs: Software: <b>When user interaction is required, text-based or programmatically available labels or instructions are provided.</b> Authoring Tool:
<a href="#">4.1.1 Parsing</a> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:	Web: Electronic Docs: Software: <b>The software, being HTML based, complies with the HTML specification.</b> Authoring Tool:
<a href="#">4.1.2 Name, Role, Value</a> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:	Web: Electronic Docs: Software: <b>The software, being HTML based, has user interface controls that are named and have clear roles, states, properties, and values that are programmatically available.</b> Authoring Tool:

**Table 2: Success Criteria, Level AA**

Notes:

Criteria	Conformance Level	Remarks and Explanations
<a href="#">1.2.4 Captions (Live)</a> (Level AA) Also applies to: Revised Section 508	Web: Electronic Docs: Software:	Web: Electronic Docs: Software:



<ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p><b>Not applicable</b></p> <p>Authoring Tool:</p>	<p><b>No audio or video content in software.</b></p> <p>Authoring Tool:</p>
<p><b>1.2.5 Audio Description (Prerecorded)</b> (Level AA)</p> <p>Also applies to:</p> <p>Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Not applicable</b></p> <p>Authoring Tool:</p>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>No audio or video content in software.</b></p> <p>Authoring Tool:</p>
<p><b>1.4.3 Contrast (Minimum)</b> (Level AA)</p> <p>Also applies to:</p> <p>Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Partially supports</b></p> <p>Authoring Tool:</p>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Most text in the software meets or exceeds 4.5:1 contrast ratios, however, some text does not.</b></p> <p>Authoring Tool:</p>
<p><b>1.4.4 Resize text</b> (Level AA)</p> <p>Also applies to:</p> <p>Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Supports</b></p> <p>Authoring Tool:</p>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Utilizing standard, widely-available web browsers, text can be resized.</b></p> <p>Authoring Tool:</p>
<p><b>1.4.5 Images of Text</b> (Level AA)</p> <p>Also applies to:</p> <p>Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Supports</b></p> <p>Authoring Tool:</p>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Besides logo branding, all text is presented in text that can be programmatically adjusted, including using the web browser, rather than as an image.</b></p> <p>Authoring Tool:</p>
<p><b>2.4.5 Multiple Ways</b> (Level AA)</p> <p>Also applies to:</p> <p>Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>	<p>Web:</p> <p>Electronic Docs:</p> <p>Authoring Tool:</p>	<p>Web:</p> <p>Electronic Docs:</p> <p>Authoring Tool:</p>
<p><b>2.4.6 Headings and Labels</b> (Level AA)</p>	<p>Web:</p>	<p>Web:</p>

<p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Electronic Docs: Software: <b>Headings and labels describe the topic or purpose of each page.</b> Authoring Tool:</p>
<p><b>2.4.7 Focus Visible</b> (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>Controls that receive focus and can continue to be interacted with using a keyboard have focus indicators.</b> Authoring Tool:</p>
<p><b>3.1.2 Language of Parts</b> (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Not applicable</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>The software does not change displayed language, and therefore, language of individual parts is not relevant and can be inferred from the entire page.</b> Authoring Tool:</p>
<p><b>3.2.3 Consistent Navigation</b> (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>	<p>Web: Electronic Docs: Authoring Tool:</p>	<p>Web: Electronic Docs: Authoring Tool:</p>
<p><b>3.2.4 Consistent Identification</b> (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software) – Does not apply to non-web software</li> <li>• 504.2 (Authoring Tool)</li> <li>• 602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>	<p>Web: Electronic Docs: Authoring Tool:</p>	<p>Web: Electronic Docs: Authoring Tool:</p>
<p><b>3.3.3 Error Suggestion</b> (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> <li>• 501 (Web)(Software)</li> <li>• 504.2 (Authoring Tool)</li> </ul>	<p>Web: Electronic Docs: Software: <b>Supports</b> Authoring Tool:</p>	<p>Web: Electronic Docs: Software: <b>When user input errors are detected, and when applicable, error messages are provided in text back to</b></p>

<ul style="list-style-type: none"> <li>602.3 (Support Docs)</li> </ul>		<p>the user. When applicable, input requirements are indicated up front even before user input.</p> <p>Authoring Tool:</p>
<p><a href="#">3.3.4 Error Prevention (Legal, Financial, Data)</a> (Level AA)</p> <p>Also applies to:</p> <p>Revised Section 508</p> <ul style="list-style-type: none"> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>Supports</b></p> <p>Authoring Tool:</p>	<p>Web:</p> <p>Electronic Docs:</p> <p>Software:</p> <p><b>No financial transactions exist within the software and only one legal commitment is made, where the user must accept the End User License Agreement. This agreement supports a “checked” submission where the user can correct input errors, as well as a “confirmed” submission where the user can review it before continuing and entering into the commitment.</b></p> <p>Authoring Tool:</p>

### Table 3: Success Criteria, Level AAA

Notes:

Criteria	Conformance Level	Remarks and Explanations
<p><a href="#">1.2.6 Sign Language (Prerecorded)</a> (Level AAA)</p> <p>Revised Section 508 – Does not apply</p>	<p>Web:</p>	<p>Web:</p>
<p><a href="#">1.2.7 Extended Audio Description (Prerecorded)</a> (Level AAA)</p> <p>Revised Section 508 – Does not apply</p>	<p>Web:</p>	<p>Web:</p>
<p><a href="#">1.2.8 Media Alternative (Prerecorded)</a> (Level AAA)</p> <p>Revised Section 508 – Does not apply</p>	<p>Web:</p>	<p>Web:</p>
<p><a href="#">1.2.9 Audio-only (Live)</a> (Level AAA)</p> <p>Revised Section 508 – Does not apply</p>	<p>Web:</p>	<p>Web:</p>
<p><a href="#">1.4.6 Contrast (Enhanced)</a> (Level AAA)</p> <p>Revised Section 508 – Does not apply</p>	<p>Web:</p>	<p>Web:</p>
<p><a href="#">1.4.7 Low or No Background Audio</a> (Level AAA)</p> <p>Revised Section 508 – Does not apply</p>	<p>Web:</p>	<p>Web:</p>
<p><a href="#">1.4.8 Visual Presentation</a> (Level AAA)</p> <p>Revised Section 508 – Does not apply</p>	<p>Web:</p>	<p>Web:</p>

<a href="#">1.4.9 Images of Text (No Exception)</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.1.3 Keyboard (No Exception)</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.2.3 No Timing</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.2.4 Interruptions</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.2.5 Re-authenticating</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.3.2 Three Flashes</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.4.8 Location</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.4.9 Link Purpose (Link Only)</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">2.4.10 Section Headings</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">3.1.3 Unusual Words</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">3.1.4 Abbreviations</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">3.1.5 Reading Level</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">3.1.6 Pronunciation</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">3.2.5 Change on Request</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">3.3.5 Help</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:
<a href="#">3.3.6 Error Prevention (All)</a> (Level AAA) Revised Section 508 – Does not apply	Web:	Web:

# Revised Section 508 Report

Notes:

## Chapter 3: [Functional Performance Criteria \(FPC\)](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision		
302.2 With Limited Vision		
302.3 Without Perception of Color		
302.4 Without Hearing		
302.5 With Limited Hearing		
302.6 Without Speech		
302.7 With Limited Manipulation		
302.8 With Limited Reach and Strength		
302.9 With Limited Language, Cognitive, and Learning Abilities		

## Chapter 4: [Hardware](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
<b><a href="#">402 Closed Functionality</a></b>	Heading cell – no response required	Heading cell – no response required
<b><i>402.1 General</i></b>	Heading cell – no response required	Heading cell – no response required
<b><i>402.2 Speech-Output Enabled</i></b>	Heading cell – no response required	Heading cell – no response required
402.2.1 Information Displayed On-Screen		
402.2.2 Transactional Outputs		
402.2.3 Speech Delivery Type and Coordination		
402.2.4 User Control		
402.2.5 Braille Instructions		
<b><i>402.3 Volume</i></b>	Heading cell – no response required	Heading cell – no response required
402.3.1 Private Listening		

402.3.2 Non-private Listening		
402.4 Characters on Display Screens		
402.5 Characters on Variable Message Signs		
<b><u>403 Biometrics</u></b>	Heading cell – no response required	Heading cell – no response required
403.1 General		
<b><u>404 Preservation of Information Provided for Accessibility</u></b>	Heading cell – no response required	Heading cell – no response required
404.1 General		
<b><u>405 Privacy</u></b>	Heading cell – no response required	Heading cell – no response required
405.1 General		
<b><u>406 Standard Connections</u></b>	Heading cell – no response required	Heading cell – no response required
406.1 General		
<b><u>407 Operable Parts</u></b>	Heading cell – no response required	Heading cell – no response required
407.2 Contrast		
<b><u>407.3 Input Controls</u></b>	Heading cell – no response required	Heading cell – no response required
407.3.1 Tactilely Discernible		
407.3.2 Alphabetic Keys		
407.3.3 Numeric Keys		
407.4 Key Repeat		
407.5 Timed Response		
407.6 Operation		
407.7 Tickets, Fare Cards, and Keycards		
<b><u>407.8 Reach Height and Depth</u></b>	Heading cell – no response required	Heading cell – no response required
407.8.1 Vertical Reference Plane		
407.8.1.1 Vertical Plane for Side Reach		
407.8.1.2 Vertical Plane for Forward Reach		
407.8.2 Side Reach		
407.8.2.1 Unobstructed Side Reach		
407.8.2.2 Obstructed Side Reach		
407.8.3 Forward Reach		
407.8.3.1 Unobstructed Forward Reach		
407.8.3.2 Obstructed Forward Reach		
407.8.3.2.1 Operable Part Height for ICT with Obstructed Forward Reach		
407.8.3.2.2 Knee and Toe Space under ICT with Obstructed Forward Reach		

<b><u>408 Display Screens</u></b>	Heading cell – no response required	Heading cell – no response required
408.2 Visibility		
408.3 Flashing		
<b><u>409 Status Indicators</u></b>	Heading cell – no response required	Heading cell – no response required
409.1 General		
<b><u>410 Color Coding</u></b>	Heading cell – no response required	Heading cell – no response required
410.1 General		
<b><u>411 Audible Signals</u></b>	Heading cell – no response required	Heading cell – no response required
411.1 General		
<b><u>412 ICT with Two-Way Voice Communication</u></b>	Heading cell – no response required	Heading cell – no response required
<b><u>412.2 Volume Gain</u></b>	Heading cell – no response required	Heading cell – no response required
412.2.1 Volume Gain for Wireline Telephones		
412.2.2 Volume Gain for Non-Wireline ICT		
<b><u>412.3 Interference Reduction and Magnetic Coupling</u></b>	Heading cell – no response required	Heading cell – no response required
412.3.1 Wireless Handsets		
412.3.2 Wireline Handsets		
412.4 Digital Encoding of Speech		
412.5 Real-Time Text Functionality	Reserved for future	Reserved for future
412.6 Caller ID		
412.7 Video Communication		
<b><u>412.8 Legacy TTY Support</u></b>	Heading cell – no response required	Heading cell – no response required
412.8.1 TTY Connectability		
412.8.2 Voice and Hearing Carry Over		
412.8.3 Signal Compatibility		
412.8.4 Voice Mail and Other Messaging Systems		
<b><u>413 Closed Caption Processing Technologies</u></b>	Heading cell – no response required	Heading cell – no response required
413.1.1 Decoding and Display of Closed Captions		
413.1.2 Pass-Through of Closed Caption Data		
<b><u>414 Audio Description Processing Technologies</u></b>	Heading cell – no response required	Heading cell – no response required
414.1.1 Digital Television Tuners		
414.1.2 Other ICT		
<b><u>415 User Controls for Captions and Audio Descriptions</u></b>	Heading cell – no response required	Heading cell – no response required
415.1.1 Caption Controls		

415.1.2 Audio Description Controls		
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## Chapter 5: [Software](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See <a href="#">WCAG 2.0</a> section	See information in WCAG 2.0 section
<b><a href="#">502 Interoperability with Assistive Technology</a></b>	Heading cell – no response required	Heading cell – no response required
502.2.1 User Control of Accessibility Features		
502.2.2 No Disruption of Accessibility Features		
<b><a href="#">502.3 Accessibility Services</a></b>	Heading cell – no response required	Heading cell – no response required
502.3.1 Object Information		
502.3.2 Modification of Object Information		
502.3.3 Row, Column, and Headers		
502.3.4 Values		
502.3.5 Modification of Values		
502.3.6 Label Relationships		
502.3.7 Hierarchical Relationships		
502.3.8 Text		
502.3.9 Modification of Text		
502.3.10 List of Actions		
502.3.11 Actions on Objects		
502.3.12 Focus Cursor		
502.3.13 Modification of Focus Cursor		
502.3.14 Event Notification		
502.4 Platform Accessibility Features		
<b><a href="#">503 Applications</a></b>	Heading cell – no response required	Heading cell – no response required
503.2 User Preferences		
503.3 Alternative User Interfaces		
<b><a href="#">503.4 User Controls for Captions and Audio Description</a></b>	Heading cell – no response required	Heading cell – no response required
503.4.1 Caption Controls		
503.4.2 Audio Description Controls		
<b><a href="#">504 Authoring Tools</a></b>	Heading cell – no response required	Heading cell – no response required



504.2 Content Creation or Editing (if not authoring tool, enter “not applicable”)	See <a href="#">WCAG 2.0</a> section	See information in WCAG 2.0 section
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion		
504.2.2 PDF Export		
504.3 Prompts		
504.4 Templates		

## Chapter 6: [Support Documentation and Services](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
<b>601.1 Scope</b>	Heading cell – no response required	Heading cell – no response required
<b><a href="#">602 Support Documentation</a></b>	Heading cell – no response required	Heading cell – no response required
602.2 Accessibility and Compatibility Features		
602.3 Electronic Support Documentation	See <a href="#">WCAG 2.0</a> section	See information in WCAG 2.0 section
602.4 Alternate Formats for Non-Electronic Support Documentation		
<b><a href="#">603 Support Services</a></b>	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features		
603.3 Accommodation of Communication Needs		

## Legal Disclaimer (Company)

*Include your company legal disclaimer here, if needed.*