Curating OER

Organising content

- Content is organised under headings and subheadings.
- Headings and subheadings are used sequentially (e.g., Heading 1, Heading 2).

Images

- Images that convey information include Alternative Text (alt text) descriptions of the image's content or function.
- Graphs, Charts, and Maps also include contextual or supporting details in the text surrounding the image.
- Images do not rely on colour to convey information.
- Images that are purely decorative do not have alt text descriptions (Descriptive text is unnecessary if the image doesn't convey contextual content information).
- Images containing text-only are not used.

Links

- The link text describes the destination of the link and does not use generic text such as "click here" or "read more."
- If a link will open or download a file (like a PDF or Excel file), a textual reference is included in the link information (e.g., [PDF]).
- Links do not open in new windows or tabs.
- If a link must open in a new window or tab, a textual reference is included in the link information (e.g., [NewTab]).
- For citations and references, the title of the resource is hyperlinked, and the full URL is not hyperlinked.

Tables

- Tables are used to structure information and not for layout.
- Tables include row and column headers.
- Row and column headers have the correct scope assigned.
- Tables include a title or caption.
- Tables do not have merged or split cells.
- Tables have adequate cell padding.

Multimedia

- The transcript includes all speech content and relevant descriptions of non-speech audio and speaker names/headings where necessary.

- Captions of all speech content and relevant non-speech content that has been edited by a human for accuracy.

- Audio descriptions of contextual visuals (graphs, charts, etc.) are included in the multimedia resource.

- Animation content does not flash 3+ times per second.

- Animation content can be stopped by users from blinking or flashing excessively.

Formulas

- Equations written in plain text use proper symbols (i.e., −, ×, ÷).[1]

- For complex equations, one of the following is true:
    a. They were written using LaTeX and are rendered with MathJax (Pressbooks).

    b. They were written using Microsoft Word's equation editor.

    c. They are presented as images with alternative text descriptions.

- Written equations are properly interpreted by text-to-speech tools.[2]

Font/Font size

- Font should be a sans serif type.

- Font size is 12 point or higher for body text in Word and PDF documents.

- Font size is 9 point for footnotes or endnotes in Word and PDF documents.

- Font size can be enlarged by 200 per cent in webbook or ebook formats without needing to scroll side to side.

Additional Accessibility Resources

Web Content Accessibility Guidelines (WCAG) 2.0 - Covers recommendations for making Web content more accessible to a wider range of people with disabilities, including blindness and low vision, deafness and hearing loss, learning disabilities, cognitive limitations, limited movement, speech disabilities, photosensitivity and combinations of these.

BC Open Textbook Accessibility Toolkit - Seeks to provide the resources needed to support content creators, instructional designers, educators, and librarians in creating open and accessible textbooks.

Footnotes:

1. For example, a hyphen (-) may look like a minus sign (−), but it will not be read out correctly by text-to-speech tools.

2. Written equations should prioritise semantic markup over visual markup so text-to-speech tools will read out an equation in a way that makes sense to auditory learners. This applies to both equations written in LaTeX and equations written in Microsoft Word's equation editor.