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# Remediation Summary for *Background Check Process and Timeline.pdf*

The following is a list of accessibility issues present in the original document and the rationale for each remediation step taken – such as a reference to the applicable WCAG 2.0 guideline.

## Document History Notes Section:

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| --- | --- | --- |
| Date Added: | By: | Note: |
|  |  |  |

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## 1.) WCAG 2.0 guideline 1.3.1 Information and Relationships

 Since the document was completely untagged, tags had to be added to make it accessible.

###  Headings and Paragraphs

 The title text and plain text on the page did not have any semantic markup to designate it as either a heading or paragraph text. This does not allow the screen reader user to get the same information as the visual user in terms of the structure of the content on the page and violates WCAG 2.0 guideline 1.3.1 Information and Relationships – Lack of Appropriate Semantic Markup.

 A <H> tag was added to the page’s only apparent heading (the page title) and <P> tags were added to the plain text on the page. This allows the screen reader user to orientate to and navigate through the content of the page.

###  Tables, Table Headers, and Table Rows

 The table on the page had no markup. This denies the screen reader user the ability to acquire the information presented in a logical way. This violates WCAG 2.0 guideline 1.3.1 Information and Relationships –Tables Lacking Appropriate Markup.

 <Table>, <TR>, and <TH> tags were added to their corresponding table text to comply with this guideline standard.

## 2.) WCAG 2.0 guideline - 1.4.6 Contrast

###  Color Contrast

 The color contrast of the blue table header text in the document does not meet the minimum contrast ratio required for this guideline. Users who are colorblind or have other vision limitations with color contrast may not be able to see the text on the screen and in turn not receive the same information as other visual users who do not have those limitations. To meet this guideline requirement, the text color was darkened and a compliant ratio was met.

## 3.) WCAG 2.0 guideline 2.4.2 - Meaningful Page Title

 The file name was set to be displayed when the window opened instead of the document title. This causes the screen reader user to not get the title of the document even though one is set and WCAG 2.0 guideline 2.4.2 requires a meaningful page title. The document title was set to be displayed when the window opened to meet this guideline standard.

## 4.) WCAG 2.0 guideline 3.1.1 - Language of Page

 The untagged document had no language set which disallows braille translation software to work properly, disorients speech synthesizers, and does not assist user agents in providing definitions using a dictionary. The reading language was set to English reflecting the main language of the page and meeting the guideline standard.

## 5.) Miscellaneous

###  Links and Keyboard Focus

 There was an untagged link in the document which would then not relay what the element was to a screen reader user. It also did not receive keyboard focus when the Tab key was used. This prevents the keyboard user access to the element to activate it. A <LINK> tag was added and focus applied to the element to make it accessible.