

The background image shows a workspace with a large monitor displaying a high-quality food photograph of sushi. To the left, a laptop screen shows a grid of smaller images. In the foreground, a hand holds a printed sheet with a grid of these same images, while another hand points at one of them. A camera and lens are also visible on the desk. A large green silhouette of a person is overlaid on the right side, with a finger pointing towards the main title.

ALLY & ACCESSIBILITY PRESENTATION

Reaching All Students

Presented by: OCCC Center for
Learning & Teaching

INTRODUCING THE PRESENTERS



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PRESENTATION FLOW

01

WHAT IS ACCESSIBILITY?

We will look at the definition of accessibility, its importance, and instructor responsibility.

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MOODLE AND ALLY

We will go over how to use Ally (our accessibility software integrated with Moodle).

03

MICROSOFT WORD/POWERPOINT

Quick notes on accessible documents or presentations

04

ZOOM/MICROSOFT STREAM

How to add captions to Zoom recordings

05

ACCESSIBILITY RESOURCES/COLOR CONTRAST ANALYZER

Free and easy-to-use resources/trainings for online accessibility

A top-down view of a person with dark hair, wearing a light-colored sweater, sitting at a wooden desk. They are typing on a laptop. To the left of the laptop is an open spiral notebook with handwritten notes and a blue pen. The desk is on a black and white checkered rug. The entire image is framed by a dark green, torn-edge border.

WHAT IS ACCESSIBILITY?

DEFINITION OF ACCESSIBILITY

Web accessibility, or eAccessibility, is the inclusive practice of ensuring there are no barriers that prevent interaction with, or access to, websites (or course content) on the internet by people with physical disabilities, situational disabilities, and socio-economic restrictions on bandwidth and speed.

RESPONSIBILITIES

For laws and regulations regarding digital accessibility, please contact the Student Accessibility and Support Office at OCCC.

Call [\(405\) 682-7520](tel:4056827520) or email Todd Rudat at trudat@occc.edu.

Instructor's Responsibility

It is both the institution's and the instructor's responsibility to ensure all course content is compliant with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA).

Timeline & Expectations

Accessibility remediation and content creation is a slow and potentially lengthy process. It is necessary to fix previously created content slowly over time and to keep accessibility in mind when creating new courses/content. You can also work with your chair, dean, and/or department about accessibility needs.



MOODLE AND ALLY

WHAT IS ALLY?

Ally is a platform that helps faculty improve digital course content and make it more accessible and user-friendly for all students. The Ally platform integrates directly with Moodle and provides simple, step-by-step guidance on how to present course materials in a way that best supports student success.

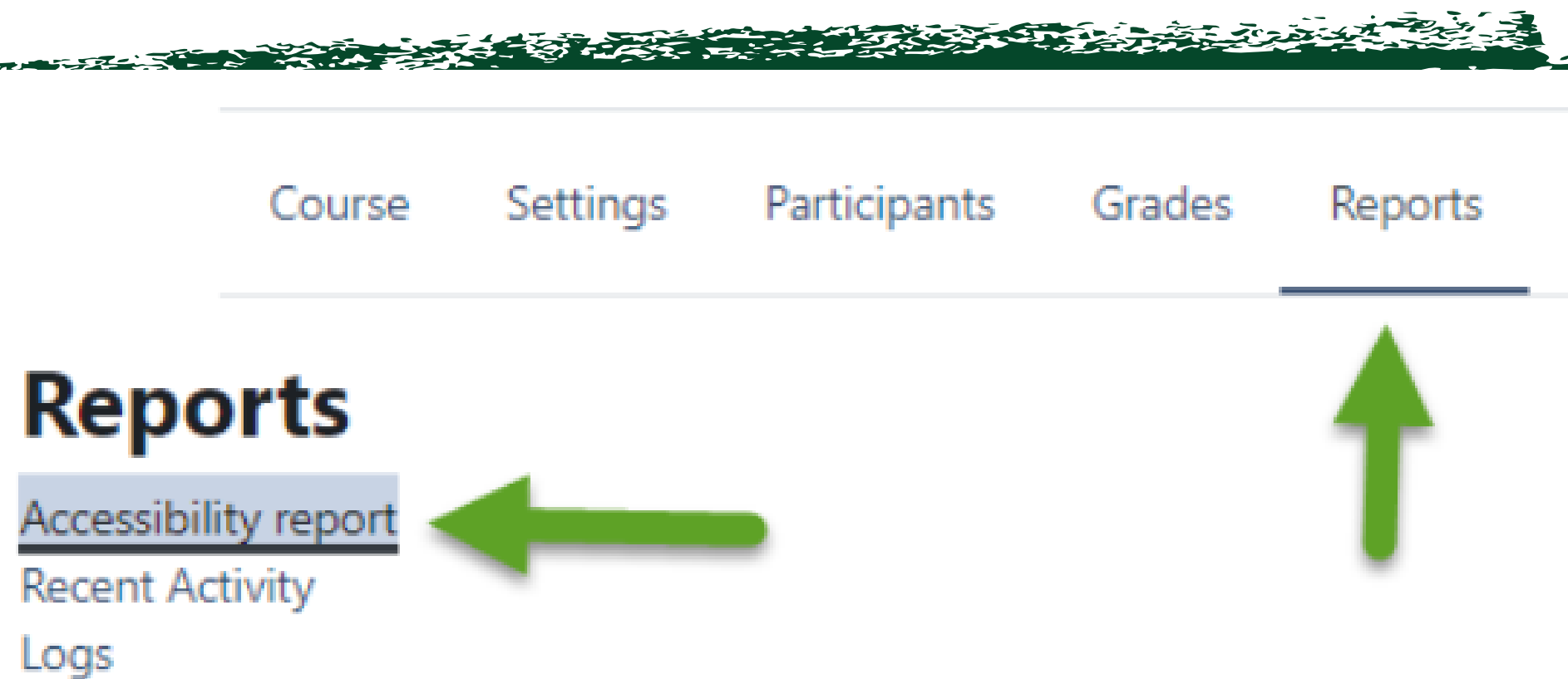
ALLY RESOURCES

Resources and guides for how to use Ally can be found on the Center for Learning & Teaching website at occc.edu/clt/technology.



BASICS FOR USING ALLY

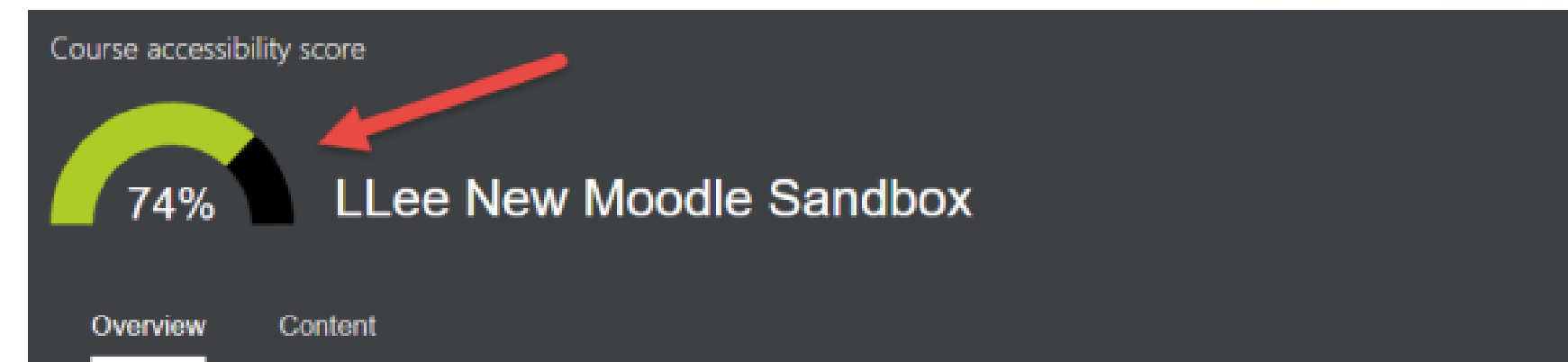
To get started, click on the Reports tab in your course followed by Accessibility report.



[Link to Moodle Course](#)

The course accessibility score page gives the percentage of the course that is accessible. If the score is in green, then your course is accessible. Scores range from low to perfect. The higher the score, the fewer the issues. The score icons appear next to compatible file types and are only visible to you. Your students do not see the score icons.

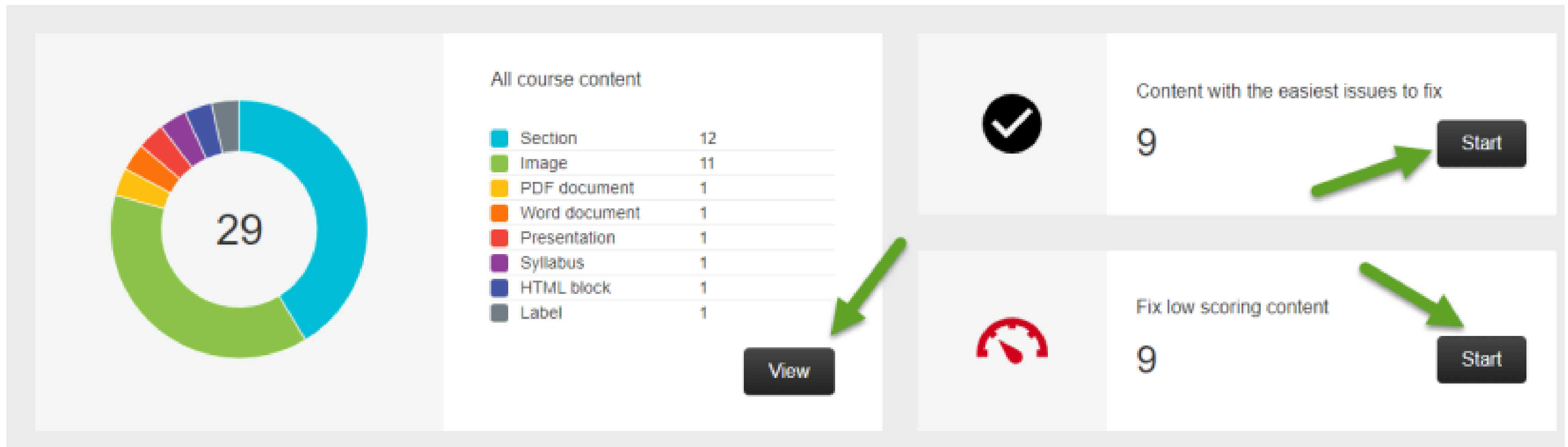
- Low (0-33%): Needs help! There are severe accessibility issues.
- Medium (34-66%): A little better. The file is somewhat accessible and needs improvement.
- High (67-99%): Almost there. The file is accessible, but more improvements are possible.
- Perfect (100%): Perfect! Ally didn't identify any accessibility issues, but further improvements may still be possible.



BASICS FOR USING ALLY













The View button takes you to a content screen showing accessibility issues.


The Start buttons take you to the Content with the easiest issues to fix and the Fix low scoring content pages.



BASICS FOR USING ALLY


The following example uses the Content with the easiest issues to fix. Click on the content that needs alternative text.

Name	Issues	Score
 tmp804353475608576000.jpg Image	2	 17%
 Communication.jpg Image	1	 25%
 OCCC-Main-Campus-MB1-with-Students-IMG_5692 (1).jpg Image	1	 25%
 OCCC-Main-Campus-MB1-with-Students-IMG_5692.jpg Image	1	 25%
 OCCC_header.jpg Image	1	 25%
 businessman-2956974_1920.jpg Image	1	 25%



Content with the easiest issues to fix
9 out of 29

Add a description and then click Add. If the image is not relevant to the course or text, then select the Indicate image is decorative button.



Accessibility score for:
tmp804353475608576000.jpg

17%

All issues

This image is missing a description

What this means

How to write a good description

Add image description

Add

Or

Indicate image is decorative

This image is used for decoration only and a description is not needed

MICROSOFT WORD ACCESSIBILITY



HOW TO MAKE AN ACCESSIBLE WORD DOC:

- Use built-in title, subtitle, and heading styles
- Add alternative text to visuals
- Avoid using tables
- Use accessible font format and color
- Create lists using the list function
- Use paragraph spacing rather than the space or enter keys
- Use the Accessibility Checker
- Test accessibility with Immersive Reader

[Free Microsoft Accessibility Training Courses](#)

ACCESSIBLE DOCUMENT TIP:

It is much easier to make an accessible Word document than a PDF. If you have inaccessible documents in your course, try to locate the original Word document rather than working on a PDF.





POWERPOINT ACCESSIBILITY



COLOR

Ensure that color is not the only means of conveying information.



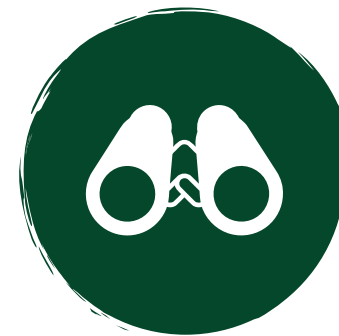
VIDEOS

Videos need subtitles or closed captions.



ALT TEXT

Include alternative text with all visuals.



READING ORDER

Make sure slide contents can be read in the order that you intend. Hint: A screen reader reads the elements of a slide in the order they were added to the slide, which may be different from the order in which they appear.



HYPERLINKS

Add meaningful and accurate hyperlink text.



POWERPOINT ACCESSIBILITY



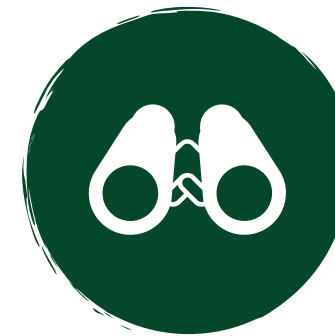
CONTRAST

Use sufficient contrast for text and background colors.



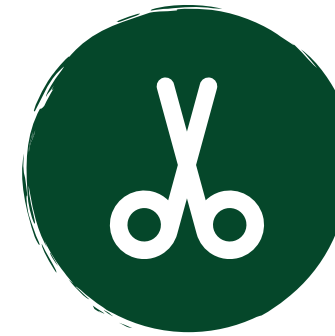
FONT

Use a larger font size (18pt or larger), sans serif fonts, and sufficient white space.



SLIDE TITLES

Give every slide a unique title.



TABLES

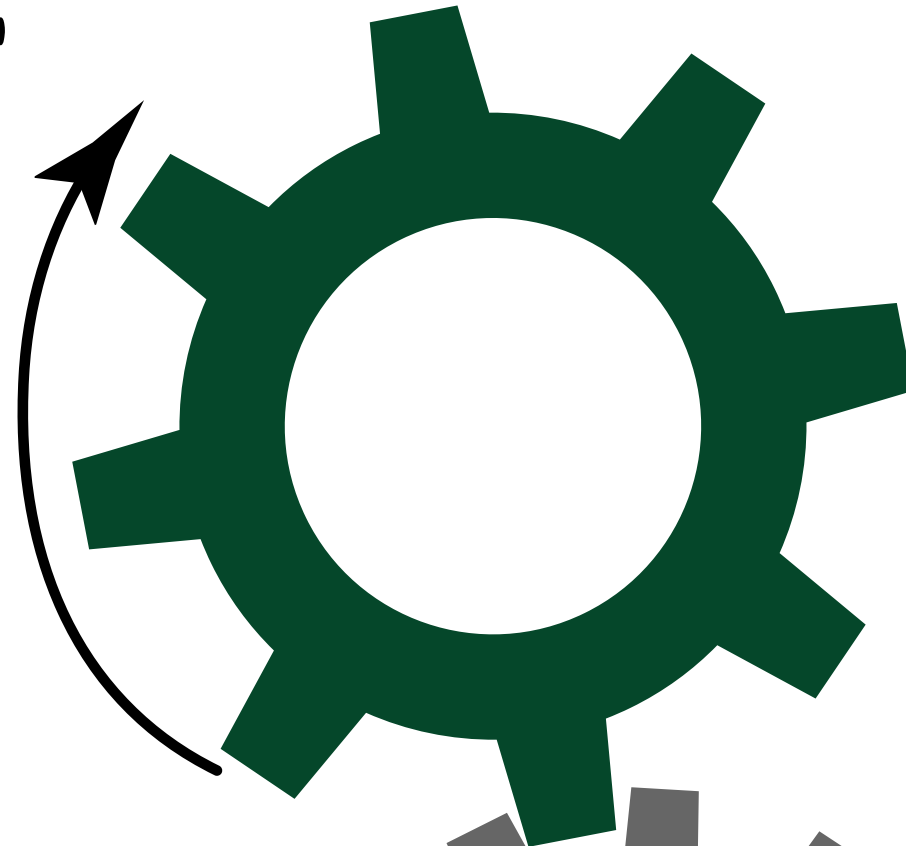
Avoid using tables.



ACCESSIBILITY CHECKER

Use the built-in Accessibility Checker.

CLOSED CAPTIONS FEATURE

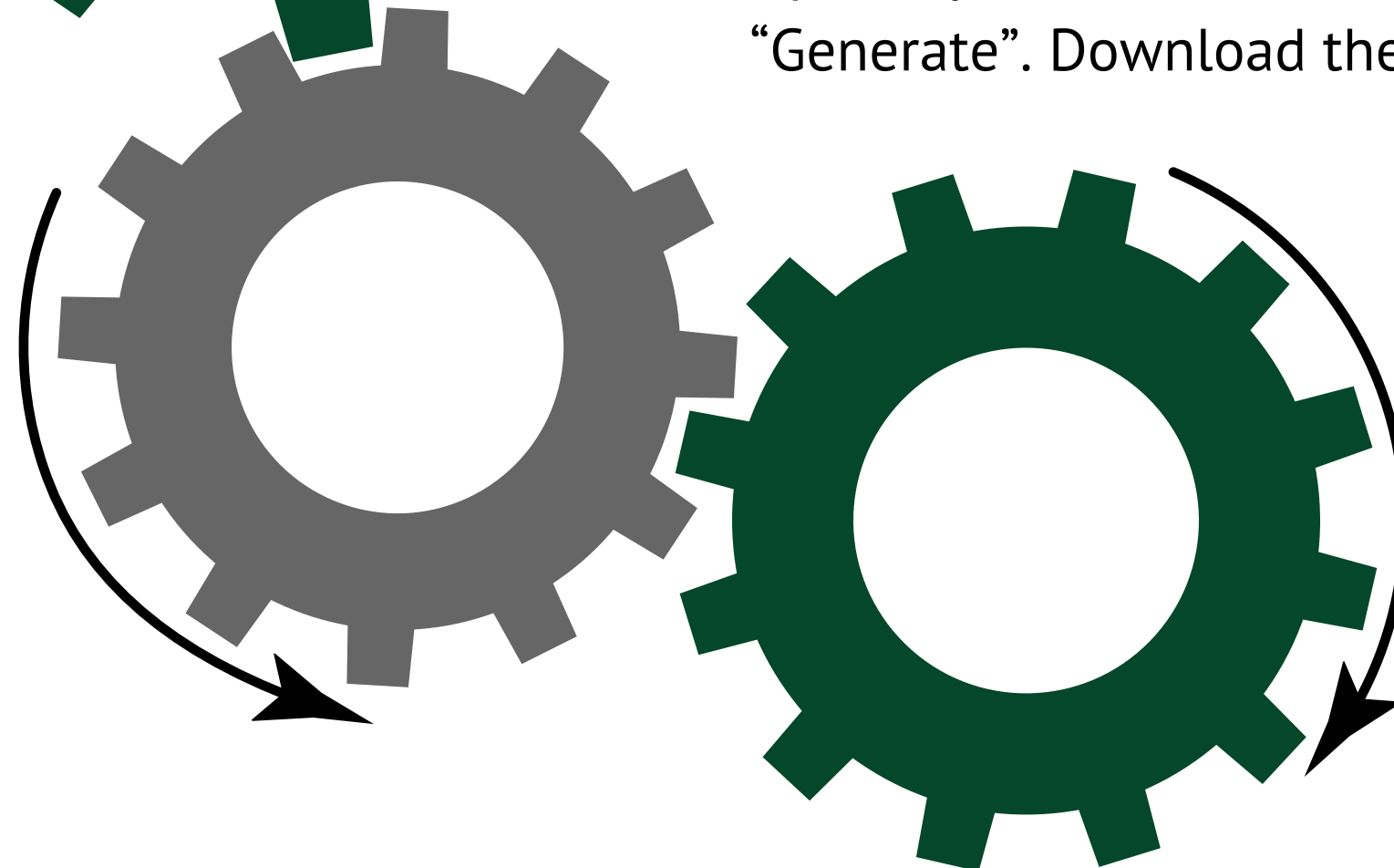


ZOOM

From occc.zoom.us, go to settings and enable “Manual captions” as well as “Create audio transcript”.

MICROSOFT STREAM

Upload your video, then click on “Transcript”, followed by “Generate”. Download the .vtt file when finished.



SEND VIDEOS TO CLT

Forward your Zoom video recording link to CLT@occc.edu.

WEBSITE ACCESSIBILITY CHECKER

If you are using an open educational resource (OER) textbook or website, be sure it is accessible by using a free evaluation tool. We suggest something like: Wave (web accessibility evaluation tool). You can also contact the OER content author for an update about accessibility plans for the textbook.



<https://wave.webaim.org/?r=qal-watt>



COLOR CONTRAST ANALYZER



<https://www.tpgi.com/color-contrast-checker/>

You can download and use a free color contrast analyzer to check for accessible color contrast.

If you Google “Color Contrast Analyzer” one of the first to appear should be TPGi, which is what we use in the Center for Learning & Teaching.

ACCESSIBLE SYLLABUS TEMPLATE & ADDITIONAL RESOURCES



<https://www.occc.edu/clt/>

Ally and accessibility resources as well as an accessible syllabus template can be found on the Center for Learning & Teaching website.

Ally and Accessibility Resources: <https://www.occc.edu/clt/technology/>

Accessible Syllabus Template: <https://www.occc.edu/clt/syllabus-information/>



OKLAHOMA ABLE TECH



<https://www.okabletech.org>

Oklahoma ALE Tech is one of the best free resources for accessibility training and guides for educators in the state of Oklahoma.

Beginner's Guide on Accessible Educational Materials:

<https://www.okabletech.org/education-services/accessible-educational-materials-aem/>

Self-Paced Accessibility Courses: <https://www.okabletech.org/core-programs/digital-accessibility/courses/>

Digital Accessibility Resources: <https://www.okabletech.org/core-programs/digital-accessibility/resources/>





THANKS FOR WATCHING!

Center for Learning & Teaching

Please reach out with any questions!

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