Accessibility Tips

1. **Accessible PDFs** (articles, book chapters, etc. uploaded by instructor): If you are providing a document for students to read, you are responsible for making sure it is accessible. Follow these instructions to check for accessibility in a PDF and convert the file, if necessary. If you are providing a reading that was scanned from a book, it most likely needs to be converted.

Coursereadingaccess
ibilityinstructionsforfac

2. **Accessible slide presentations** need to be able to be modified (increasing font size, for example) and/or compatible with text-to-speech technology. Students who have learning disabilities that require accessible reading materials may not require accessible slide presentations, but students with visual disabilities may.

Accessible PPT.potx

3. **Accessible hyperlinks**

   You can improve both the usability and accessibility of hyperlinks by embedding them in text and making them clear, concise, and meaningful out of context. Sighted users visually scan pages for links to help them find what they're looking for. People using screen readers can do the same thing: At the touch of a button, they can pull up a list of all the links on a page. As you learn more about links on this page, think about links that would be most useful to you in a list like that.

   Embed the link

   You should embed the hyperlink within other text. That is, instead of cutting and pasting the full text of a link, like this:

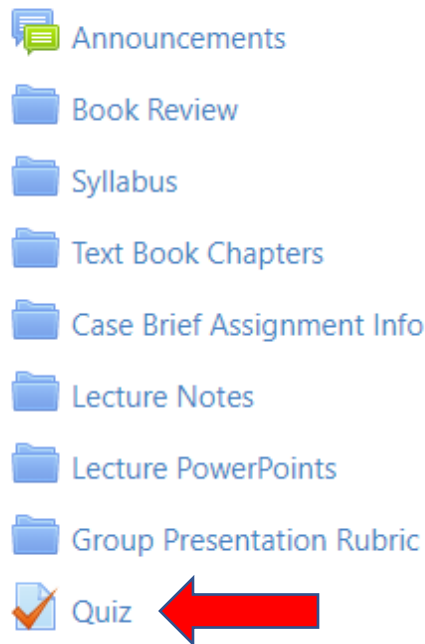   http://webaim.org/techniques/hypertext/link_text (no)

   Highlight the text you want to make into a hyperlink and insert the link. In many applications, the shortcut for creating a hyperlink from text is simply control and K (or command and K on a Mac). Your embedded hyperlink will look like this:
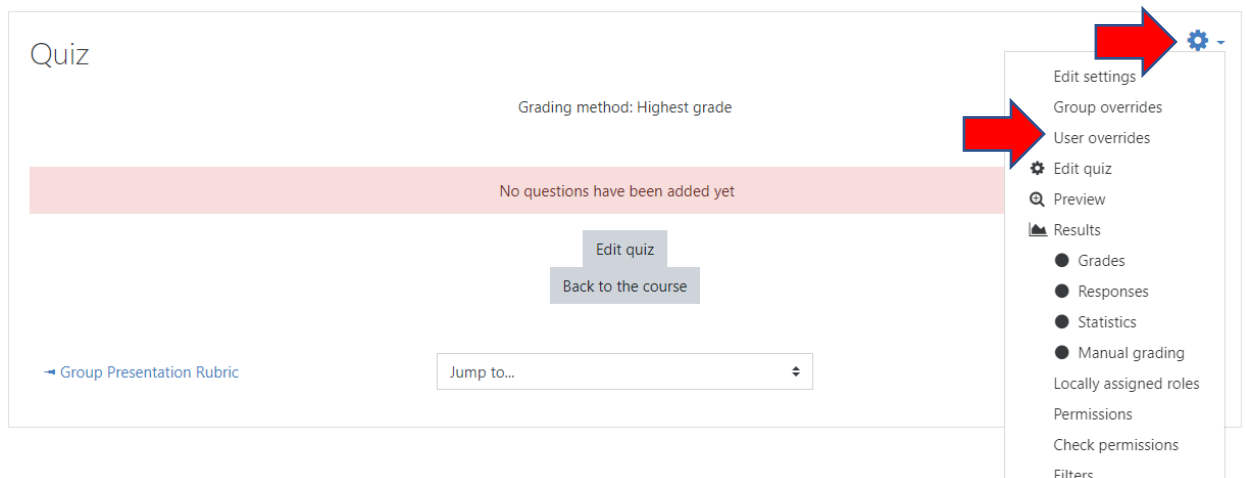
   Hyperlinks best practices (yes)

4. Accommodating individual students in Moodle

You may need to make accommodations for individual students in your course. This might be giving a student time and a half to write an assignment, take a timed exam, or it may be changing the date the assessment is due. You can add accommodations to your activities in Moodle by adding **User Overrides**.

The first step to adding a user override is to open the assessment or activity that needs the accommodation. As an example, I'm going to add an override to a quiz assessment.
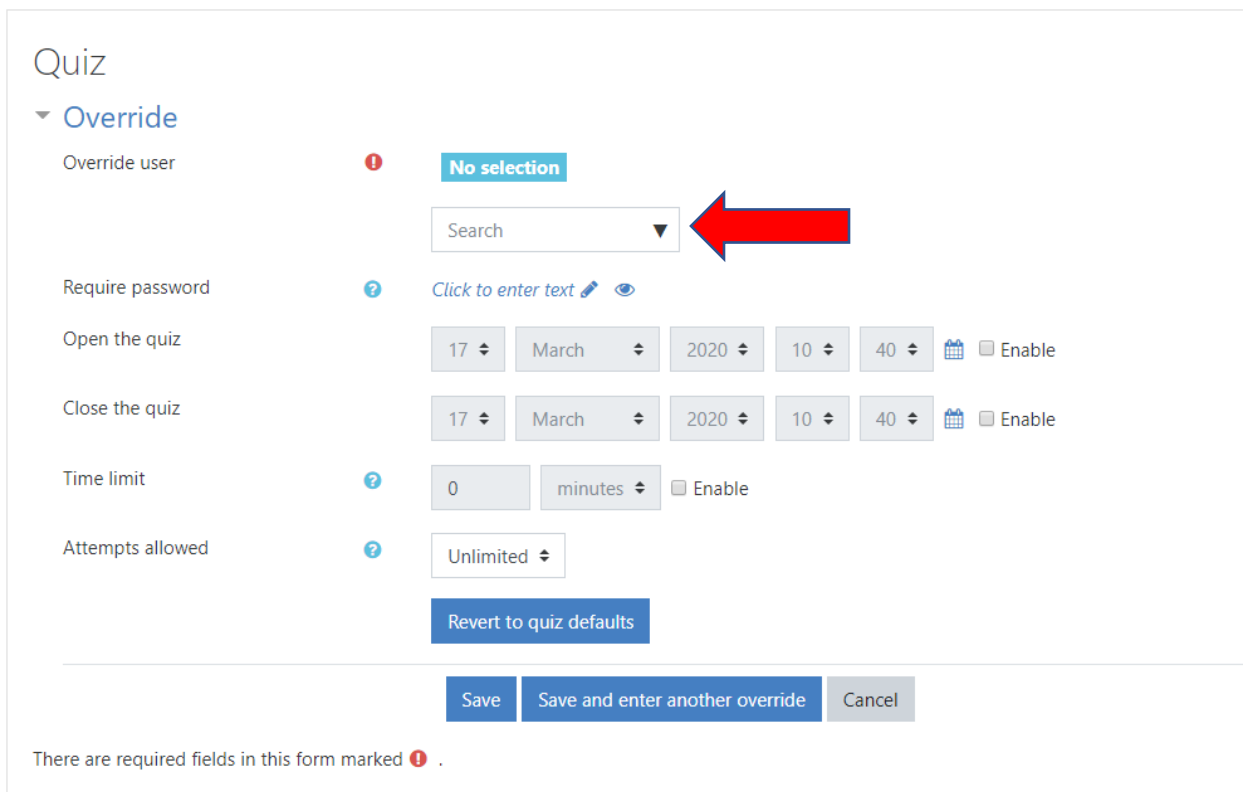

After clicking on the Quiz assessment link, click on the admin cog and select **User Overrides**.

On the User Override page select **Add User Override**.

Quiz

Add user override

Now we can search for students who need exceptions or modifications. If a student is accessing the activity outside of your set timing, you can set a different window of time for that student to complete it.

Quiz

▼ Override

Override user	❗	No selection		
		Search ▼		
Require password	❓	Click to enter text ✏ 👁		
Open the quiz		17 ⬍ March ⬍ 2020 ⬍ 10 ⬍ 40 ⬍ 📅 ☐ Enable		
Close the quiz		17 ⬍ March ⬍ 2020 ⬍ 10 ⬍ 40 ⬍ 📅 ☐ Enable		
Time limit	❓	0 minutes ⬍ ☐ Enable		
Attempts allowed	❓	Unlimited ⬍		

Revert to quiz defaults

Save   Save and enter another override   Cancel

There are required fields in this form marked ❗ .

If something goes wrong with a student's attempt at an activity, you have the option to give a student an extra attempt. You can give additional attempts through User Overrides as well.