Desert Community College District
Voluntary Product Accessibility Template and
Accessibility Conformance Report Requirements

Updated May 24, 2019

1. Read the instructions in the Revised Section 508 standards current Voluntary Product Accessibility Template from the Information Technology Industry Council (ITI).

2. Review the Required 508 Sections from Chapter 2: Scoping.

3. Complete the relevant sections of the Accessibility Conformance Report in accordance with Accessibility Conformance Report Supporting Definitions.

Required 508 Sections from Chapter 2: Scoping

The following sections of the Accessibility Conformance Report are required for information and communication technology purchase orders.

Electronic Content: Web pages, Web Applications, Mobile, Software, and Electronic Documents

1. Web Content Accessibility Guidelines 2.0 Report
   - Level A – Table 1 required
   - Level AA – Table 2 required
   - Level AAA – Table 3 optional
2. Chapter 3 Functional Support Criteria
3. Relevant sections of Chapter 5 Software
   - 502 Documented Accessibility Features are relevant if the Product utilizes the accessibility features built into the operating systems
   - 503 Accessibility Services are relevant if the Product is an application including but not limited to non-web software and mobile applications
   - 504 Software Authoring Tools is relevant if the Product creates an output that is then used for another purpose
4. Chapter 6 Support Documentation and Services

Hardware Products

1. Chapter 3 Functional Support Criteria
2. Chapter 4 Hardware
3. Chapter 6 Support Documentation and Services

Accessibility Conformance Report Supporting Definitions

As of December 19, 2018, the following Conformance Reporting terms are recommended for use in the Accessibility Conformance Report.

When completing the Web Content Accessibility Guidelines tables, there are instances when a vendor may use "Supports" in place of "Not Applicable" if it is in keeping with the WCAG 2.0 Understanding Conformance recommendation: "This means that if there is no content to which a success criterion applies, the success criterion is satisfied."

This information will assist with the development of Equally Effective Alternate Access Plans if needed.

Supports

A. Conformance Reporting language
   i. The functionality of the Product has at least one method that meets the criterion without known defects or meets with equivalent facilitation
   ii. Alternately, there is no content to which a success criterion applies
B. What Supports means when it is selected by a vendor
   i. The Product fully meets the letter and intent of the criterion
C. What the vendor Remarks and Explanations should reflect
   i. Describe how the criterion is supported within the Product
   ii. Describe how the support level of the criterion was validated or tested

Partially Supports

A. Conformance Reporting language

   i. Some functionality of the Product does not meet the criterion

B. What Partially Supports means when it is selected by a vendor

   i. Product does not entirely meet the letter and intent of the criterion, but does provides some level of access

   ii. Describe the exceptions to the criterion related to the Product and the functional impact on the users

C. What the vendor Remarks and Explanations should reflect

   i. Describe how the criterion is supported within the Product

   ii. Describe how the support level of the criterion was validated or tested

   iii. Describe the exceptions or barriers created by the exceptions to the criterion

   iv. Include a timeline and means of addressing this issue

Does Not Support

A. Conformance Reporting language

   i. The majority of Product functionality does not meet the criterion

B. What Does Not Support means when it is selected by a vendor

   i. Product does not meet the letter or intent of the criterion

C. What the vendor Remarks and Explanations should reflect

   i. Describe exactly how the Product does not support the criterion

   ii. Describe how the support level of the criterion was validated or tested

   iii. Describe the barriers created by the criterion not being supported

   iv. Note any known workarounds in the Product to obtain the same functions

   v. Include a timeline and means of addressing this issue

Not Applicable

    A. Conformance Reporting language

        i. The criterion is not relevant to the Product

    B. What Not Applicable means when it is selected by a vendor

        i. The criterion does not apply to the Product

    C. What the vendor Remarks and Explanations should reflect

        i. Describe in a simple statement why the criterion is not applicable to the Product

Not Evaluated

    A. Conformance Reporting language

        i. The Product has not been evaluated against the criterion

        ii. This can only be used in WCAG 2.0 Level AAA reporting

    B. What Not Evaluated means when it is selected by a vendor

        i. The vendor did not evaluate the Product for a WCAG 2.0 Level AAA criterion

    C. What the vendor Remarks and Explanations should reflect

        i. Describe in a simple statement that the criterion was not evaluated for the Level AAA criterion