

Accessibility Guidelines for Presenting Research

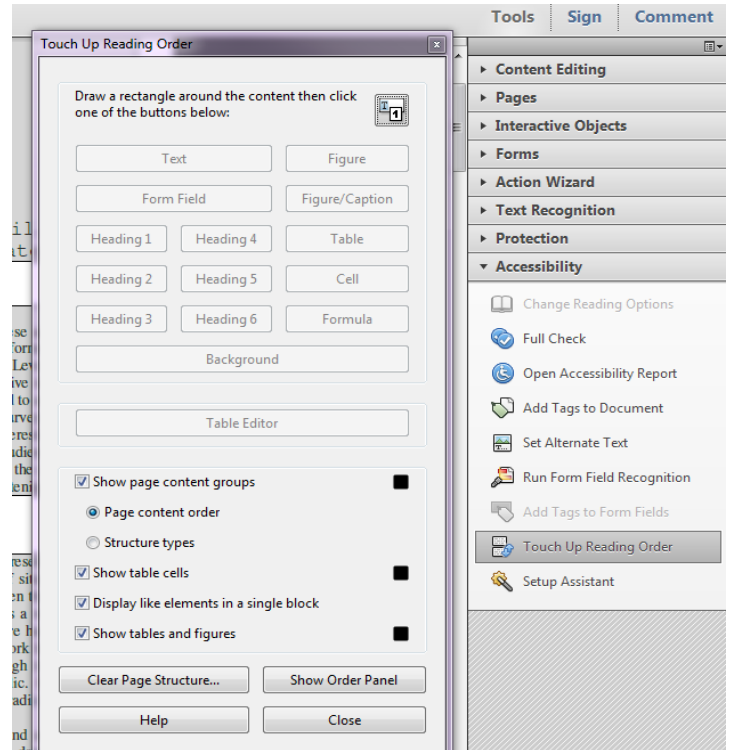
HCC Seminar

09/26/18

How to Make Your Research Output More Accessible?¹

1. Tag PDFs: Document structure is important!

- Tag headings
- Check and manually set read-order through Adobe Acrobat, pictured below, (or others) using their accessibility tools



Do this:

Not this:

HEARING NANO-STRUCTURES: A CASE STUDY IN TIMBRAL SONIFICATION

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¹ Brianna Tomlinson rocks!

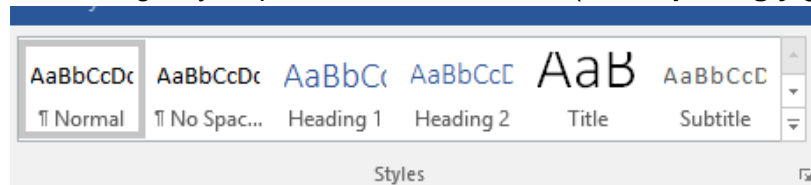
not accessible.

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2. Tag Word documents

- a. Use the headings/style options available in word (it's **surprisingly** good at this)



3. Use alt-text

- a. For images, explain why something was important enough to include.
 - i. Is it a screenshot of text? Make sure to *write out ALL of the pictured text* in the alt-text.
 - i. Good alt-text gives meaning to the images.
- b. If it's a graph or chart — explain it in a meaningful way!
 - i. What's the relationship between variables in the data?
 - ii. Descriptives (mean, median, mode, outliers, etc.)
- c. For papers or websites: You can set alt-text in a PDF, in a word doc, or in an image tag
 - i. You may have to reset alt-text in finalized PDFs. Always double check.

4. During presentations, describe slides out loud

- a. Read your slides out loud during the presentation
- b. Verbally describe all the images and information in your slide deck.
 - i. Avoid language like 'as you can see here.' Explain what's there instead: e.g., 'This graph represents the positive linear relationship between variable x and variable y. As one goes up so does the other.'
- c. Using these rich verbal descriptions helps everyone better understand your work

More Useful Resources

- The book *A Web for Everyone: Designing Accessible User Experience* is a great resource. On the website: rosenfeldmedia.com/books/a-web-for-everyone, you can scroll down to check out some free podcasts about accessibility.
- Yvonne So led a great workshop about accessible design at the Grace Hopper Conference in 2015: www.slideshare.net/IntuitInc/accessible-design-breaking-barriers-between-disability-and-digital-interfaces-ghc15

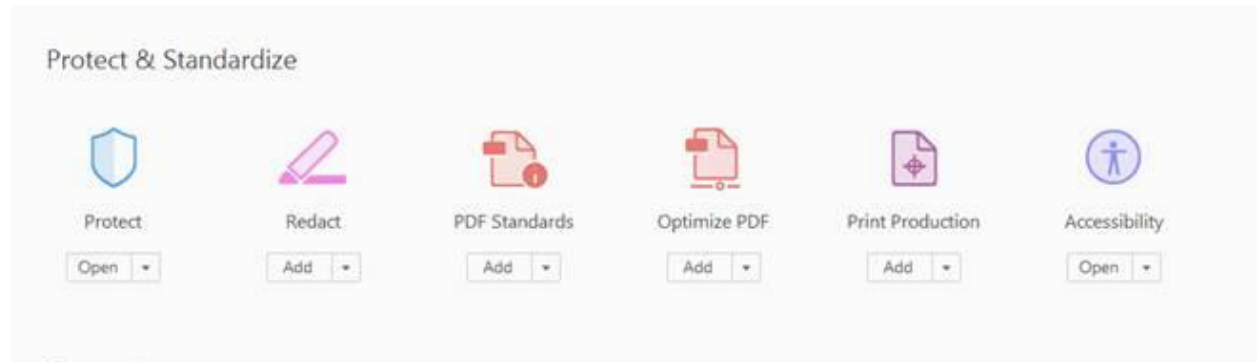
How to use the VM through Citrix to do PDF tagging:

You can use the Virtual Lab – Library logon to do this [you don't even have to leave your house]!

1. Go here for directions: <https://it.iac.gatech.edu/how-to/52>
2. Log into the library
3. Open Adobe Acrobat (it should be on the desktop by default)
4. Hit tools in the top left
5. Scroll down to this & add accessibility:

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6. Now you can select it from the side menu & do your tagging!

