Accessible Information Technology Resources for Remote Meetings, Conferences, Trainings, and Telework

Technical Resources

Digital Accessibility Basics

https://www.peatworks.org/staff-training/digital-accessibility

- The Partnership on Employment and Accessible Technology (PEAT) provides a comprehensive list of resources for presentations, documents, images, PDFs, email, social media, multi-media, and content management systems (CMS)

Hosting Accessible Online Meetings

https://www.washington.edu/accessibility/online-meetings

- List of resources for accessibility of Canvas, Zoom, Microsoft Teams, Google Hangouts, G Suite, and Microsoft Office 365.
- Resources for adding captions in Zoom, YouTube, Facebook, and Canvas.

Captioning Options for Videoconferencing and Learning Management Systems
-See Hear Communication Matters

https://tinachildress.wordpress.com/2020/03/13/captioning-options-for-videoconferencing-and-learning-management-systems/?fbclid=IwAR2GgJkGL_EwH9MoIzufLUxJ6p_Bq9Kr59IwbbRjDx1GHRXnJKdOP5f_DB4

Accessible Electronic PowerPoint and Word Documents

Power Point Accessibility

https://webaim.org/techniques/powerpoint/

- Resource covers what is required for a PowerPoint to be considered accessible and how to a make PowerPoints accessible.

Make your Word Documents Accessible to People with Disabilities

support.office.com/en-us/article/make-your-word-documents-accessible-to-people-with-disabilities-d9bf3683-87ac-47ea-b91a-78dcacb3c66d#PickTab=Windows

- Step-by-step instructions to make your Word documents accessible to people with disabilities.

Resources for Conducting Accessible Meetings and Trainings

Steps to Make Your Accessible Meetings

https://www.drakemusic.org/blog/becky-morris-knight/accessibility-in-video-conferencing-and-remote-meetings/

- Great article with lots of tips for conducting accessible meetings remotely. Many of these tips will improve meetings overall.

Accessibility Strategies for Deaf and Hard of Hearing People in Remote Meetings
-Catharine McNally

https://www.hearingtracker.com/news/accessibility-strategies-for-deaf-and-hard-of-hearing-people-in-remote-meetings

- Several helpful tips from an employee with a hearing disability who works remotely.

Purchasing and Managing Accessible Virtual Meeting Platform

Partnership on Employment & Accessible Technology (PEAT)
 https://www.peatworks.org/content/how-pick-accessible-virtual-meeting-platform

Resources included:
- How to Pick an Accessible Virtual Meeting Platform
- How to Set Up procurement Priorities
- Technical Standards for Accessibility
- Evaluating Proposals from Tech Companies
- Negotiating Contracts