# Critical Accessibility Supports for Remote Teaching

## Accessible Documents

Documents provided on Blackboard need to be accessible to students with disabilities. For documents created using the Microsoft Office Suite, the built-in accessibility checkers will provide feedback on errors and guidance on how to fix them.

Scanned PDFs are not accessible. If possible, contact the source of the document to find a digital version of the scan.

## Text Equivalents for Audio and Video

For any recordings, either audio or video, a text equivalent must be provided. For audio, this is a transcript; for video, captions. The best way to create a text equivalent is to write a script and record from that. However, if that is not an option, you can use auto-generated captioning tools like YouTube or YuJa captioning to generate a transcript or caption file. You will need to edit the file to be accurate; auto-generated transcripts are typically only about 60%-70% accurate, which is unacceptable for students.

If you have a student who has an accommodation for hearing or has a sign language interpreter please notify the student in advance of a live video call informing students about the live meeting and tell students to reach out to Disability Services if they need live captioning as an accommodation.

## Text Equivalents for Images

Any images included in the course site need a text description. In documents, the accessibility checker will advise on how to add a text description.