



Manual Checks

Use a checklist

- **Section 508:** webaim.org/standards/508/checklist/
- **WCAG 1.0:** www.w3.org/TR/WCAG10/full-checklist.html
- **WCAG 2.0:** webaim.org/standards/wcag/checklist/

Disable styles and linearize tables

- Styles can be disabled using WAVE or with the "Web Developer toolbar" extension for Firefox.
- Ensure the reading order is logical.
- Ensure content is still understandable and usable.

Check alternative text

- Ensure alt text is succinct, but accurate and useful.
- Using the Web Developer toolbar, select...
 - "Display Alt Attributes." Is the alt text equivalent?
 - "Replace Images With Alt Attributes." Does the alternative text make sense?
- Alt text can also be evaluated with WAVE

Verify color and contrast

- Color contrast: webaim.org/resources/contrastchecker/
- Color-blindness: colorfilter.wickline.org

Test content scaling

- Enlarge the font in your web browser to 200-300%. Is the page readable and usable? Is horizontal scrolling minimized?
- Zoom the web page in your browser (enlarge fonts *and* images). Is text in images readable? Is contrast sufficient?

Check keyboard accessibility

- Navigate the site using only the keyboard (Tab, Shift + Tab, Enter, etc.). Is all functionality available?
- Is a "skip navigation" link available? (see webaim.org/techniques/skipnav/)
- Make sure the navigation order is logical.
- Is keyboard focus apparent?

Evaluate form accessibility and usability

- Click on the form label. If the field gains focus, it is properly labeled. WAVE also identifies form labels.
- Ensure that you can complete all forms without a mouse.
- Are error recovery mechanisms present and easy-to-use?

Test with a screen reader

- Focus on navigation, forms, and dynamic content.
- WebAIM tutorials: webaim.org/articles/jaws/, webaim.org/articles/nvda/

Validate HTML and CSS

- Not essential, but recommended
- HTML: validator.w3.org
- CSS: jigsaw.w3.org/css-validator/

Testing with WAVE

About WAVE

- WAVE is an accessibility evaluation tool that embeds inline accessibility feedback into your web content.
- WAVE identifies accessibility errors, alerts, and possible features, using color-coded icons.
- WAVE cannot detect all possible accessibility problems (no tool can), but it greatly aids in evaluation.

Using WAVE

- Online at wave.webaim.org
 - Enter the URL of a webpage.
 - Upload a file from your computer.
 - Type or paste in HTML code directly.
- Using the WAVE Toolbar for Firefox
 - Download from wave.webaim.org/toolbar/
 - Create reports directly in your browser.
 - Ideal for dynamic, sensitive, intranet, and password-protected content.

WAVE Icons

- **RED** icons indicate accessibility errors. These are things that WAVE has identified as accessibility issues.
- **YELLOW** icons indicate alerts, or possible accessibility errors. WAVE cannot verify that these are actual problems, but identifies the potential issues so you can manually evaluate them.
- **GREEN** icons indicate accessibility features. If used properly, these items can enhance the accessibility of web content. You will need to determine if each accessibility feature is implemented correctly.
- **BLUE** icons indicate structural or semantic elements. When used correctly, these can add valuable organizational data and semantics that can help with navigation and presentation of a web page in assistive technologies.

Report Views

- **Errors, Features, and Alerts** is the default view with most WAVE features enabled. Accessibility errors, potential errors (alerts), and accessibility features will be shown.
- **Structure/Order View** shows the overall structure of the page. The number indicators show the reading/navigation order of the content. Follow the numbers to determine if the reading order of the page makes sense and is logical.
- **Text-only View** removes images and styles and presents information that is commonly read by screen readers (such as alternative text for images).
- **Outline View** shows only the headings that are within the page. Ensure that your page contains headings where appropriate and that the structure of the page is logical.