

## GSA FEDSIM University Product Assessment Template

### Voluntary Product Accessibility Template (VPAT)

#### GSA FEDSIM University Section 508 Evaluation Template

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Name of Product: GSA FEDSIM University Training and eLearning Support Contract

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**Table 1-Summary Table**

Criteria	Supporting Features	Remarks and explanations
Section 1194.21 Software Applications and Operating Systems	Supports	The DTS team's design, content production, and development professionals will ensure that all aspects of deliverables deemed applications will comply with this current requirement of Section 508 through internal reviews and by fixing all issues found in a formal review which will be requested by GSA's 508 liaison.
Section 1194.22 Web-based Internet information and applications	Supports	The DTS team's design, content production, and development professionals will ensure that all aspects of deliverables deemed web-based will comply with this current requirement of Section 508 through internal reviews and by fixing all issues found in a formal review which will be requested by GSA's 508 liaison.
Section 1194.23 Telecommunications Products	N/A	This project does not include telecommunication products or deliverables.
Section 1194.24 Video and Multi-media Products	Supports	The DTS team's design, content production, and development professionals will ensure that all aspects of

Criteria	Supporting Features	Remarks and explanations
		deliverables deemed Video and Multi-media will comply with this current requirement of Section 508 through internal reviews and by fixing all issues found in a formal review which will be requested by GSA's 508 liaison.
Section 1194.25 Self-Contained, Closed Products	N/A	This project does not include software applications and operating systems deliverables.
Section 1194.26 Desktop and Portable Computers	N/A	This project does not include desktop or portable computers as deliverables.
** Section 1194.31 Functional Performance Criteria	Supports	The DTS team's design, content production, and accessibility professionals will ensure that all aspects of deliverables that include digital content will comply with this current requirement through internal reviews and by fixing all issues found in a formal review which will be requested by GSA's 508 liaison.
** Section 1194.41 Information, documentation, and support.	Supports	The DTS team's design, content, production, and accessibility professionals will ensure that all aspects of documentation-type deliverables will comply with this current requirement of Section 508.

**SECTION 1194.21 SOFTWARE APPLICATIONS AND OPERATING SYSTEMS**

Criteria	Supporting Features	Remarks and explanations
(a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.	Supports	The DTS team will ensure that all functionality is keyboard accessible with simple navigation when possible, and will provide

Criteria	Supporting Features	Remarks and explanations
		either instructions for uncommon keystrokes needed or a fully accessible alternate when no other solution is possible.
(b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.	Supports	The DTS team will ensure that accessibility features of other products will not be disrupted or disabled.
(c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes.	Supports	The DTS team will ensure that both a clear visual indicator for on screen functionality as well as a logical programmatic focus shifts when needed are provided.
(d) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the image must also be available in text.	Supports	The DTS team will ensure that proper role and state information is provided to assistive technology for all appropriate elements of electronic content.
(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.	Supports	The DTS team will ensure that images used to convey information have appropriate alternatives and those alternatives will be consistent.
(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.	Supports	The DTS team will ensure that all textual information is accessible.
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Supports	The DTS team will ensure that all text meets the minimum required contrast ratio and that no method for

Criteria	Supporting Features	Remarks and explanations
		users to adjust contrast is affected.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Supports	The DTS team will ensure that any animations will be made accessible to assistive technology or have an equivalent alternative.
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supports	The DTS team will ensure that no information is conveyed with a color only method.
(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Supports	The DTS team will ensure that a range of colors and contrast is available when the option to adjust is provided.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Supports	The DTS team will ensure that no content or element causes an unsafe flicker condition.
(l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supports	The DTS team will ensure that all forms are specifically coded for accessibility with assistive technology.

## SECTION 1194.22 WEB-BASED INTERNET INFORMATION AND APPLICATIONS

Criteria	Supporting Features	Remarks and explanations
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Supports	The DTS team will ensure that all non-text elements have an accessible equivalent that provides the same information a visual user would gain.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Supports	The DTS team will ensure that multimedia content will be accessible with appropriate synchronized alternatives such as captions or audio description.
(c) Web pages shall be designed so that all information conveyed with color is also	Supports	The DTS team will ensure that no information is

Criteria	Supporting Features	Remarks and explanations
available without color, for example from context or markup.		conveyed with a color only method.
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Supports	The DTS team will ensure that style sheets do not affect understandability or logical reading order of the content for assistive technology users.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Supports	The DTS team will ensure that accessible alternatives are provided in cases when a server-side image map is implemented.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	Supports	The DTS team will ensure that client side image maps are properly coded and used instead of server side whenever possible.
(g) Row and column headers shall be identified for data tables.	Supports	The DTS team will ensure that headers are properly coded and associated to cells for all data tables.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Supports	The DTS team will ensure that headers are properly coded and associated to cells for all complex data tables.
(i) Frames shall be titled with text that facilitates frame identification and navigation	Supports	The DTS team will ensure that frames are properly titled and all informational content within frames are fully accessible.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supports	The DTS team will ensure that no content or element causes an unsafe flicker condition.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a Web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.	Supports	The DTS team will ensure that every effort will be made to make content fully accessible and that equivalent alternatives are only used when all other options have been exhausted.
(l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the	Supports	The DTS team will ensure that all content created from scripting language is

Criteria	Supporting Features	Remarks and explanations
script shall be identified with functional text that can be read by Assistive Technology.		accessible to keyboard and assistive technology users.
(m) When a Web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with 1194.21(a) through (l).	Supports	The DTS team will ensure that links to all necessary plug ins to read content is provided when necessary.
(n) When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supports	The DTS team will ensure that all forms are specifically coded for accessibility with assistive technology.
(o) A method shall be provided that permits users to skip repetitive navigation links.	Supports	The DTS team will ensure that an accessible method to skip repetitive elements to the main content of a page is provided.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Supports	The DTS team will ensure that time limits for a user to access any content is avoided whenever possible, and that an accessible method to extend time or navigate content is provided when necessary.

### [SECTION 1194.23 TELECOMMUNICATIONS PRODUCTS](#)

Criteria	Supporting Features	Remarks and explanations
(a) Telecommunications products or systems which provide a function allowing voice communication and which do not themselves provide a TTY functionality shall provide a standard non-acoustic connection point for TTYs. Microphones shall be capable of being turned on and off to allow the user to intermix speech with TTY use.	Not applicable	This project does not include telecommunications products or deliverables.
(b) Telecommunications products which include voice communication functionality shall support all commonly used cross-manufacturer non-proprietary standard TTY signal protocols.	Not applicable	This project does not include telecommunications products or deliverables.

Criteria	Supporting Features	Remarks and explanations
(c) Voice mail, auto-attendant, and interactive voice response telecommunications systems shall be usable by TTY users with their TTYs.	Not applicable	This project does not include telecommunications products or deliverables.
(d) Voice mail, messaging, auto-attendant, and interactive voice response telecommunications systems that require a response from a user within a time interval, shall give an alert when the time interval is about to run out, and shall provide sufficient time for the user to indicate more time is required.	Not applicable	This project does not include telecommunications products or deliverables.
(e) Where provided, caller identification and similar telecommunications functions shall also be available for users of TTYs, and for users who cannot see displays.	Not applicable	This project does not include telecommunications products or deliverables.
(f) For transmitted voice signals, telecommunications products shall provide a gain adjustable up to a minimum of 20 dB. For incremental volume control, at least one intermediate step of 12 dB of gain shall be provided.	Not applicable	This project does not include telecommunications products or deliverables.
(g) If the telecommunications product allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use.	Not applicable	This project does not include telecommunications products or deliverables.
(h) Where a telecommunications product delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided.	Not applicable	This project does not include telecommunications products or deliverables.
(i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications product.	Not applicable	This project does not include telecommunications products or deliverables.
(j) Products that transmit or conduct information or communication, shall pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery.	Not applicable	This project does not include telecommunications products or deliverables.

Criteria	Supporting Features	Remarks and explanations
(k)(1) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys.	Not applicable	This project does not include telecommunications products or deliverables.
(k)(2) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 lbs. (22.2N) maximum.	Not applicable	This project does not include telecommunications products or deliverables.
(k)(3) Products which have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character.	Not applicable	This project does not include telecommunications products or deliverables.
(k)(4) Products which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound.	Not applicable	This project does not include telecommunications products or deliverables.

**SECTION 1194.24 VIDEO AND MULTIMEDIA PRODUCTS**

Criteria	Supporting Features	Remarks and explanations
(a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, widescreen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches vertically, and stand-alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals.	Not applicable	This project does not include video or multi-media hardware products.



Criteria	Supporting Features	Remarks and explanations
(b) Television tuners, including tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry.	Not applicable	This project does not include video or multi-media hardware products.
(c) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.	Supports	The DTS team will ensure that all multimedia and videos produced have captions for the hearing impaired.
(d) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.	Supports	The DTS team will ensure that all multimedia or videos produced are properly narrated or contain audio description for non-sighted users in the original or a 2 <sup>nd</sup> version of the video.
(e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent.	Supports	The DTS team will ensure that all alternate presentation or audio described versions of videos are accessible linked adjacent to the original.

### SECTION 1194.25 SELF-CONTAINED, CLOSED PRODUCTS

Criteria	Supporting Features	Remarks and explanations
(a) Self-contained products shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology.	Not applicable	This project does not include self-contained, closed products.
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not applicable	This project does not include self-contained, closed products.
(c) Where a product utilizes touchscreens or contact-sensitive controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Not applicable	This project does not include self-contained, closed products.
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation,	Not applicable	This project does not include self-contained, closed products.

Criteria	Supporting Features	Remarks and explanations
which does not require the user to possess particular biological characteristics, shall also be provided.		
(e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at any time.	Not applicable	This project does not include self-contained, closed products.
(f) When products deliver voice output in a public area, incremental volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45 dB, a volume gain of at least 20 dB above the ambient level shall be user selectable. A function shall be provided to automatically reset the volume to the default level after every use.	Not applicable	This project does not include self-contained, closed products.
(g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Not applicable	This project does not include self-contained, closed products.
(h) When a product permits a user to adjust color and contrast settings, a range of color selections capable of producing a variety of contrast levels shall be provided.	Not applicable	This project does not include self-contained, closed products.
(i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Not applicable	This project does not include self-contained, closed products.
(j) (1) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the product within the 48 inch length on products which are freestanding, non-portable, and intended to be used in one location and which have operable controls.	Not applicable	This project does not include self-contained, closed products.
(j)(2) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any	Not applicable	This project does not include self-contained, closed products.

Criteria	Supporting Features	Remarks and explanations
operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor.		
(j)(3) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor.	Not applicable	This project does not include self-contained, closed products.
(j)(4) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than 24 inches behind the reference plane.	Not applicable	This project does not include self-contained, closed products.

#### **SECTION 1194.26 DESKTOP AND PORTABLE COMPUTERS**

Criteria	Supporting Features	Remarks and explanations
(a) All mechanically operated controls and keys shall comply with §1194.23 (k) (1) through (4).	Not applicable	This project does not include desktop or portable computers as deliverables.
(b) If a product utilizes touchscreens or touch-operated controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Not applicable	This project does not include desktop or portable computers as deliverables.
(c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not applicable	This project does not include desktop or portable computers as deliverables.
(d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards	Not applicable	This project does not include desktop or portable computers as deliverables.

#### **SECTION 1194.31 FUNCTIONAL PERFORMANCE CRITERIA**

Criteria	Supporting Features	Remarks and explanations
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.	Supports	The DTS team will ensure that all aspects of deliverables meet compliance for users with low or no vision.
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.	Supports	The DTS team will ensure that all aspects of deliverables meet compliance for users with low or no vision.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided	Supports	The DTS team will ensure that all aspects of deliverables meet compliance for users with low or no hearing ability.
(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	Supports	The DTS team will ensure that all aspects of deliverables meet compliance for users with low or no hearing ability.
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.	Supports	The DTS team will ensure that all aspects of deliverables will meet compliance for users who have no speaking ability.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Supports	The DTS team will ensure that all aspects of deliverables meet compliance for users with limited motor control, reach, or strength via keyboard accessibility.

**SECTION 1194.41 INFORMATION, DOCUMENTATION, AND SUPPORT**

Criteria	Supporting Features	Remarks and explanations
(a) Product support documentation provided to end-users shall be made available in	Supports	The DTS team will ensure that any documentation generated as a deliverable

alternate formats upon request, at no additional charge.		will meet this requirement of Section 508.
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supports	The DTS team will ensure that any documentation generated as a deliverable will meet this requirement of Section 508.
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supports	The DTS team will ensure that any documentation generated as a deliverable will meet this requirement of Section 508.