Creating Accessible Content

Checklist for Blackboard WCM Content Editors

When creating website content, it is crucial to consider accessibility. There are a few basic steps that should be followed in order to assure your content is accessible:

1. Add built-in Headings to document and do not skip numbers (e.g. jumping from Heading 1 to Heading 3)
2. Use built-in List options (e.g. bullets or numbers)
3. Add descriptive text for all links
4. Add alt text for all images
5. Define table headers and simplify tables as much as possible

Helpful Information

Links

1. [Blackboard Accessibility Help Site](https://cerc.blackboard.com/domain/102) https://cerc.blackboard.com/domain/102
2. [Blackboard Training Site]

Bell Schedule

Class	Times	Notes
Homeroom	8:30 - 8:45	Morning Announcements
Period 1	8:50 - 9:35	n/a
Period 2	9:40 – 10:25	n/a
Break	10:25 - 10:40	n/a
Period 3	10:45 – 11:30	n/a
Period 4	11:35 – 12:20	n/a
Lunch	12:20 - 12:50	n/a
SSR	12:55 – 1:15	Sustained Silent Reading
Period 5	1:20 – 2:00	n/a
Period 6	2:05 – 2:50	n/a