

# Creating Accessible Digital Content

October 26<sup>th</sup>, 2018

11:30am – 2:30pm

Lehman College

250 Bedford Park Blvd. West

Bronx, NY 10468

Music Building, East Dining Room

**11:30am**

## **ADA Compliance**

- Importance of accessibility
- Section 504 and 508 of the Rehabilitation Act
- Title II of the Americans with Disabilities Act

**12:00pm**

## **Microsoft Word Accessibility**

- What makes a Word document accessible – checklist and guideline
- Steps on how to create accessible Word documents

**12:30pm**

## **Break**

**12:45pm**

## **Microsoft PowerPoint Accessibility**

- What makes a PowerPoint document accessible – checklist and guideline
- Steps on how to create accessible PowerPoint documents

**1:15pm**

## **PDF Accessibility**

- What makes a PDF document accessible – checklist and guideline

- Steps on how to create accessible PDF documents using Adobe Acrobat Pro DC

**1:45pm**

### **Video/Audio Content Accessibility**

- What makes video and audio content accessible – checklist and guideline
- Steps on how to caption video/audio content using MovieCaptioner