# Gale Accessibility Conformance Report Based on Voluntary Product Accessibility Template® (VPAT®)<sup>1</sup>

**VPAT Version 2.0 Beta 2** 

Name of Product: Gale Legal Forms

**Date:** Jan 2017

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**Notes:** Testing was conducted using Deque System's automated AXE tool and manually tested using Non-Visual Desktop Access (NVDA) screen reader software.

### Standards/Guidelines

This report covers the degree of conformance for the following accessibility standard/guideline:

Standard/Guideline	Included In Report
Web Content Accessibility Guidelines 2.0, at <a href="http://www.w3.org/TR/2008/REC-">http://www.w3.org/TR/2008/REC-</a>	Level A ✓
WCAG20-20081211/	Level AA ✓
	Level AAA□
Section 508 as published in 2017, at <a href="http://www.Section508.gov">http://www.Section508.gov</a>	✓
EN 301 549 Accessibility requirements suitable for public procurement of ICT	П
products and services in Europe, at <a href="http://mandate376.standards.eu/standard">http://mandate376.standards.eu/standard</a>	J

### **Table Information**

For each of the standards, the criteria are listed by chapter in a table. The structures of the tables are: the first column contains the criteria being evaluated, the second column describes the level of conformance of the product with regard to the criteria and the third column contains any additional remarks and explanations regarding the product.

- By default the table information is showing. This information can be hidden by clicking "Click to show or hide table data". This allows users to hide information so they see only the sections they need.
- When sections of criteria do not apply, or deemed by the customer as not applicable, the section is noted as such and the rest of that table may be removed for that section.
- When multiple standards are being recorded in this document, the duplicative sections are noted and responded to only one time. The duplicate entry will note the cross reference to the data.

### **Terms**

The terms used in the Conformance Level information are defined as follows:

- **Supports**: The functionality of the product has at least one method that meets the criteria without known defects or meets with equivalent facilitation.
- Supports with Exceptions: Some functionality of the product does not meet the criteria.
- **Does Not Support**: Majority of functionality of the product does not meet the criteria.
- **Not Applicable**: The criteria are not relevant to the product.
- Not Evaluated: The product has not been evaluated against the criteria. This can be used only with WCAG 2.0 Level AAA.

## WCAG 2.0 Report -

Click to show or hide WCAG table data (section headings will remain)

Tables 1 and 2 also documents conformance with:

• EN 301 549: Chapter 9 - Web, Chapter 10 - Non-Web documents, Section 11.2.1- Non-Web Software (excluding closed functionality), and Section 11.2.2 - Non-Web Software (closed functionality).

Table 4 documents the WCAG conformance statements:

- WCAG
- EN 304 549: Chapter 9 Web

## **Table 1: Conformance Criteria, Level A -** Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A)		
Also applies to:		
EN 301 549 Criteria	With Considerable	Web: Product is missing labeling on the main search
• 9.2.1 (Web)	Web: Supports with	form
• 10.2.1 (non-web document)	exceptions	
• 11.2.1.1 (Software)	Electronic Docs: Supports	Electronic Docs: Documents available in product are
<ul> <li>11.2.2.1 (Closed Functionality Software)</li> </ul>	Electronic Docs. Supports	available in a Word and RTF
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.2.1 Audio-only and Video-only (Prerecorded) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.2 (Web)	Web: Supports	Web: Product contains no non-text multimedia
<ul> <li>10.2.2 (non-web document)</li> </ul>		Electronic Docs: Product contains no non-text
• 11.2.1.2 (Software)	Electronic Docs: Supports	multimedia
• 11.2.2.2 (Closed Software)		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
1.2.2 Captions (Prerecorded) (Level A)	Web: Supports	Web: Product contains no non-text multimedia
Also applies to:		Electronic Docs: Product contains no non-text

Criteria	Conformance Level	Remarks and Explanations
<ul> <li>EN 301 549 Criteria</li> <li>9.2.3 (Web)</li> <li>10.2.3 (non-web document)</li> <li>11.2.1.3 (Software)</li> <li>11.2.2.3 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Electronic Docs: Supports	multimedia
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria  • 9.2.4 (Web)  • 10.2.4 (non-web document)  • 11.2.1.4 (Software)  • 11.2.2.4 (Closed Software)  2017 Section 508  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: Supports Electronic Docs: Supports	Web: Product contains no non-text multimedia Electronic Docs: Product contains no non-text multimedia
1.3.1 Info and Relationships (Level A) Also applies to: EN 301 549 Criteria  • 9.2.7 (Web)  • 10.2.7 (non-web document)  • 11.2.1.7 (Software)  • 11.2.2.7 (Closed Software)  2017 Section 508  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: Does not support Electronic Docs: supports	Web: Product doesn't use proper headers or ARIA to structure/identify regions of the page. search form elements are missing labels.  Electronic Docs: Documents available in product are available in a Word and RTF
1.3.2 Meaningful Sequence (Level A) Also applies to: EN 301 549 Criteria	Web: Supports with exception  Electronic Docs: Supports	Web: Product uses tab order and page structure to ensure the content is encountered in a meaningful sequence. There are a number of items with an improper tab index setting.

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Criteria	Conformance Level	Remarks and Explanations
<ul> <li>9.2.8 (Web)</li> <li>10.2.8 (non-web document)</li> <li>11.2.1.8 (Software)</li> <li>11.2.2.8 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	with exception	Electronic Docs: Documents available in product are available in a Word and RTF
1.3.3 Sensory Characteristics (Level A) Also applies to: EN 301 549 Criteria • 9.2.9 (Web) • 10.2.9 (non-web document)	Web: Supports  Electronic Docs: Supports	Web: When product uses shape or size to convey meaning, it also uses labels to describe that element.  Electronic Docs: Documents in the product do not use
<ul> <li>11.2.1.9 (Software)</li> <li>11.2.2.9 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> <li>1.4.1 Use of Color (Level A)</li> </ul>	Licettome Does. Supports	size or shape to convey meaning.
Also applies to: EN 301 549 Criteria  • 9.2.10 (Web)	Web: Supports	Web: When product uses color to convey meaning, it also uses labels to describe that element.
<ul> <li>10.2.10 (non-web document)</li> <li>11.2.1.10 (Software)</li> <li>11.2.2.10 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Electronic Docs: Supports	Electronic Docs: Documents in the product do not use color to convey meaning
1.4.2 Audio Control (Level A) Also applies to: EN 301 549 Criteria  • 9.2.11 (Web)	Web: Supports  Electronic Docs: Supports	Web: Product does not include any auto-playing audio  Electronic Docs: Product does not include any auto- playing audio

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Criteria	Conformance Level	Remarks and Explanations
<ul> <li>10.2.11 (non-web document)</li> <li>11.2.1.11 (Software)</li> <li>11.2.2.11 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>		
2.1.1 Keyboard (Level A)  Also applies to:  EN 301 549 Criteria  9.2.15 (Web)  10.2.15 (non-web document)  11.2.1.15 (Software)  11.2.2.15 (Closed Software)  2017 Section 508  501 (Web)(Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Web: Supports Electronic Docs: Supports	Web: All web components are accessible using a keyboard. Electronic Docs: All parts of a document are accessible using a keyboard.
2.1.2 No Keyboard Trap (Level A)  Also applies to: EN 301 549 Criteria  9.2.16 (Web)  10.2.16 (non-web document)  11.2.1.16 (Software)  11.2.2.16 (Closed Software) – Does not apply 2017 Section 508  501 (Web)(Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Web: Supports Electronic Docs: Supports	Web: Product does not include any keyboard traps Electronic Docs: Documents do not include any keyboard traps
2.2.1 Timing Adjustable (Level A) Also applies to: EN 301 549 Criteria  9.2.17 (Web) 10.2.17 (non-web document)	Web: Supports Electronic Docs: Supports	Web: No time limits are set for content Electronic Docs: No time limits are set for content

Criteria	Conformance Level	Remarks and Explanations
<ul> <li>11.2.1.17 (Software)</li> <li>11.2.2.17 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>		
2.2.2 Pause, Stop, Hide (Level A) Also applies to: EN 301 549 Criteria  • 9.2.18 (Web)  • 10.2.18 (non-web document)  • 11.2.1.18 (Software)  • 11.2.2.18 (Closed Software) – Does not apply 2017 Section 508  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: supports  Electronic Docs: supports	Web: Product contains no moving, blinking, scrolling or auto-updating information.  Electronic Docs: Documents contain no moving, blinking, scrolling or auto-updating information.
2.3.1 Three Flashes or Below Threshold (Level A) Also applies to: EN 301 549 Criteria  • 9.2.19 (Web)  • 10.2.19 (non-web document)  • 11.2.1.19 (Software)  • 11.2.2.19 (Closed Software) – Does not apply 2017 Section 508  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: Supports  Electronic Docs: Supports	Web: Product does not contain anything that flashes  Electronic Docs: Documents do not contain anything that flashes
2.4.1 Bypass Blocks (Level A) Also applies to: EN 301 549 Criteria  • 9.2.20 (Web)  • 10.2.20 (non-web document) – Does not apply  • 11.2.1.20 (Software) – Does not apply	Web: Supports  Electronic Docs: Does not support	Web: Product includes skip link and header structure to bypass blocks with.  Electronic Docs: Documents do not have structure that allows for intra-document navigation using headers.

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Criteria	Conformance Level	Remarks and Explanations
<ul> <li>11.2.2.20 (Closed Software) – Does not apply 2017 Section 508</li> <li>501 (Web)(Software) – Does not apply to non-web software</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs) – Does not apply to non-web docs</li> <li>2.4.2 Page Titled (Level A)</li> <li>Also applies to:</li> <li>EN 301 549 Criteria</li> </ul>		Web: Web pages don't use proper descriptive titles which inform the user where in the product they are.
<ul> <li>9.2.21 (Web)</li> <li>10.2.21 (non-web document)</li> <li>11.2.1.21 (Software) - Does not apply</li> <li>11.2.2.21 (Closed Software) - Does not apply</li> <li>2017 Section 508</li> </ul>	Web: Does not support  Electronic Docs: Supports	Electronic Docs: Document titles are reflected on various parts of the document details page.
<ul> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul> 2.4.3 Focus Order (Level A)		
Also applies to: EN 301 549 Criteria  • 9.2.22 (Web)  • 10.2.22 (non-web document)  • 11.2.1.22 (Software)  • 11.2.2.22 (Closed Software) – Does not apply 2017 Section 508  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: Supports  Electronic Docs: Support	Web: Most elements can be navigated sequentially and receive focus properly.  Electronic Docs: Documents can be navigated sequentially and receive properly focus.
2.4.4 Link Purpose (In Context) (Level A) Also applies to: EN 301 549 Criteria • 9.2.23 (Web) • 10.2.23 (non-web document) • 11.2.1.23 (Software) • 11.2.2.23 (Closed Software) – Does not apply	Web: Supports Electronic Docs: Supports	Web: While most links have descriptions of their purpose Electronic Docs: There are no links within documents

Criteria	Conformance Level	Remarks and Explanations
2017 Section 508		
• 501 (Web)(Software)		
<ul> <li>504.2 (Authoring Tool)</li> </ul>		
• 602.3 (Support Docs)		
3.1.1 Language of Page (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.27 (Web)	Web: Supports	Web: Language is always English and identified with
<ul> <li>10.2.27 (non-web document)</li> </ul>	Electronic Docs: Does not	<a href="#"><lang> tag</lang></a>
• 11.2.1.27 (Software)	support	Electronic Docs: Language is always English and identified with <lang> tag</lang>
<ul> <li>11.2.2.27 (Closed Software)</li> </ul>		identified with Stangs tag
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
3.2.1 On Focus (Level A)		
Also applies to:		Web: Product uses activate rather than focus to initiate
EN 301 549 Criteria	Web: Supports	changes of context
• 9.2.29 (Web)	web. Supports	Changes of Context
<ul> <li>10.2.29 (non-web document)</li> </ul>	Electronic Docs: Supports	Electronic Docs: No items in documents initiate a
• 11.2.1.29 (Software)	Electronic Boes. Supports	change of context on focus
<ul> <li>11.2.2.29 (Closed Software) – Does not apply</li> </ul>		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
3.2.2 On Input (Level A)		Web: Changing settings does not automatically cause a
Also applies to:	Web: Supports	change of context without informing the user
EN 301 549 Criteria		
• 9.2.30 (Web)	Electronic Docs: Supports	Electronic Docs: Documents do not allow for any
• 10.2.30 (non-web document)		changing of settings
• 11.2.1.30 (Software)		
• 11.2.2.30 (Closed Software) – Does not apply		
2017 Section 508		

Criteria	Conformance Level	Remarks and Explanations
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
3.3.1 Error Identification (Level A)		
Also applies to:		
EN 301 549 Criteria	Web: Supports	Web: Product has no fields that are mandatory
• 9.2.33 (Web)		
<ul> <li>10.2.33 (non-web document)</li> </ul>	Electronic Docs: Supports	Electronic Docs: Adequate error messages are given
• 11.2.1.33 (Software)		when content is unable to be retrieved.
<ul> <li>11.2.2.33 (Closed Software)</li> </ul>		
2017 Section 508		
<ul><li>501 (Web)(Software)</li></ul>		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
3.3.2 Labels or Instructions (Level A)		
Also applies to:		
EN 301 549 Criteria	Wala Baaa aat ayyaa	Web: 1 of 3 form elements have proper labels or
• 9.2.34 (Web)	Web: Does not support	groups. Other 2 elements are missing proper labels
<ul> <li>10.2.34 (non-web document)</li> </ul>	Electronic Docs: Supports	Electronic Docs: none of the content in product includes
• 11.2.1.34 (Software)	Electronic Docs. Supports	user inputs.
<ul> <li>11.2.2.34 (Closed Software) – Does not apply</li> </ul>		user inputs.
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
4.1.1 Parsing (Level A)		
Also applies to:	Web: supports	Web: No form elements contain duplicate ID's
EN 301 549 Criteria		
• 9.2.37 (Web)	Electronic Docs: Supports	Electronic Docs: Documents have complete element
• 10.2.37 (non-web document)		tagging, nesting and unique IDs.
• 11.2.1.37 (Software)		
• 11.2.2.37 (Closed Software)		
2017 Section 508		
• 501 (Web)(Software)		

Criteria	Conformance Level	Remarks and Explanations
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
4.1.2 Name, Role, Value (Level A)		Walter 4 of 2 farms alamanta have musus at labels an
Also applies to:		Web: 1 of 3 form elements have proper labels or
EN 301 549 Criteria	Web: Does not support	groups. Other 2 elements are missing proper labels
• 9.2.38 (Web)		
<ul> <li>10.2.38 (non-web document)</li> </ul>	Electronic Docs: Supported	Floatura in Donor Common and with donor onto on he
• 11.2.1.38 (Software)		Electronic Docs: Components with documents can be programmatically determined
<ul> <li>11.2.2.38 (Closed Software)</li> </ul>		programmatically determined
2017 Section 508		
• 501 (Web)(Software)		
<ul> <li>504.2 (Authoring Tool)</li> </ul>		
602.3 (Support Docs)		

## **Table 2: Conformance Criteria, Level AA** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA)		
Also applies to:		
EN 301 549 Criteria	Mah. Cummanta	
• 9.2.5 (Web)	Web: Supports	Web: Product does not contain audio or video content
<ul> <li>10.2.5 (non-web document)</li> </ul>	Electronic Docs: Supports	
• 11.2.1.5 (Software)	Electronic Docs. Supports	Electronic Docs: Documents do not contain audio or
<ul> <li>11.2.2.5 (Closed Software) – Does not apply</li> </ul>		video content
2017 Section 508		
• 501 (Web)(Software)		
<ul> <li>504.2 (Authoring Tool)</li> </ul>		
• 602.3 (Support Docs)		
1.2.5 Audio Description (Prerecorded) (Level AA)	Web: Supports	Web: Product does not contain audio or video content
Also applies to:		
EN 301 549 Criteria	Electronic Docs: Supports	Electronic Docs: Documents do not contain audio or
• 9.2.6 (Web)		video content

Criteria	Conformance Level	Remarks and Explanations
<ul> <li>10.2.6 (non-web document)</li> <li>11.2.1.6 (Software)</li> <li>11.2.2.6 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> <li>1.4.3 Contrast (Minimum) (Level AA)</li> <li>Also applies to:</li> </ul>		
EN 301 549 Criteria  • 9.2.12 (Web)	Web: Supports	Web: Color contrast on all elements is 4.5:1 or greater
<ul> <li>10.2.12 (non-web document)</li> <li>11.2.1.12 (Software)</li> <li>11.2.2.12 (Closed Software) – Does not apply</li> <li>2017 Section 508</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Electronic Docs: Supports	Electronic Docs: Color contrast on all elements is 4.5:1 or greater
1.4.4 Resize text (Level AA)  Also applies to:  EN 301 549 Criteria  9.2.13 (Web)  10.2.13 (non-web document)  11.2.1.13 (Software)  11.2.2.13 (Closed Software)  2017 Section 508  501 (Web)(Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Web: Supports Electronic Docs: Supports	Web: Product allows for text to easily be resized. Electronic Docs: Documents allows for text to easily be resized.
1.4.5 Images of Text (Level AA) Also applies to: EN 301 549 Criteria • 9.2.14 (Web) • 10.2.14 (non-web document)	Web: Supports  Electronic Docs: Support	Web: Product does not use images of text  Electronic Docs: Documents do not use images of text.

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Criteria	Conformance Level	Remarks and Explanations
• 11.2.1.14 (Software)		
<ul> <li>11.2.2.14 (Closed Software)</li> </ul>		
2017 Section 508		
• 501 (Web)(Software)		
<ul> <li>504.2 (Authoring Tool)</li> </ul>		
• 602.3 (Support Docs)		
2.4.5 Multiple Ways (Level AA)		
Also applies to:		Web: Product includes multiple navigational workflows,
EN 301 549 Criteria		including a search function capable of returning all
• 9.2.24 (Web)	Web: Supports	content.
<ul> <li>10.2.24 (non-web document) – Does not apply</li> </ul>	Elastas is Base 6	
<ul> <li>11.2.1.24 (Software) – Does not apply</li> </ul>	Electronic Docs: Supports	Electronic Docs: Documents are the result of the process
<ul> <li>11.2.2.24 (Closed Software) – Does not apply</li> </ul>		of searching.
2017 Section 508		
<ul> <li>501 (Web)(Software) – Does not apply to non-web software</li> </ul>		
• 504.2 (Authoring Tool)		
<ul> <li>602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>		
2.4.6 Headings and Labels (Level AA)		
Also applies to:		W. L. D. J.
EN 301 549 Criteria	Web: Supports with	Web: Product doesn't use proper headers or ARIA to
• 9.2.25 (Web)	exceptions	structure/identify regions of the page.
<ul> <li>10.2.25 (non-web document)</li> </ul>		Electronic Docs: Documents are labeled and have non-
• 11.2.1.25 (Software)	Electronic Docs: Supports	navigable headings built into them.
<ul> <li>11.2.2.25 (Closed Software) – Does not apply</li> </ul>		mavigable neadings built into them.
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		
2.4.7 Focus Visible (Level AA)	Web: Supports	Web: Product shows focus indicator on all elements
Also applies to:		
EN 301 549 Criteria	Electronic Docs: Supports	Electronic Docs: Documents show focus on all elements
• 9.2.26 (Web)		
• 10.2.26 (non-web document)		
• 11.2.1.26 (Software)		

Criteria	Conformance Level	Remarks and Explanations
• 11.2.2.26 (Closed Software) – Does not apply		•
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
3.1.2 Language of Parts (Level AA)		
Also applies to:		
EN 301 549 Criteria	Mala Cura a seta	Web: All content is available in English only, so the
• 9.2.28 (Web)	Web: Supports	language never changes
<ul> <li>10.2.28 (non-web document)</li> </ul>	Electronic Docs: Supports	
<ul><li>11.2.1.28 (Software) – Does not apply</li></ul>	Electronic Docs. Supports	Electronic Docs: All content is available in English only,
<ul> <li>11.2.2.28 (Closed Software) – Does not apply</li> </ul>		so the language never changes
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
3.2.3 Consistent Navigation (Level AA)		
Also applies to:		Web: Main navigational header is consistent across the
EN 301 549 Criteria	Web: Supports	product, as are the search filters and document tools
• 9.2.31 (Web)	Trest supports	product, as are the search meets and accament tools
• 10.2.31 (non-web document) – Does not apply	Electronic Docs: Supports	Electronic Docs: There are no navigational mechanisms
• 11.2.1.31 (Software) – Does not apply		within documents.
• 11.2.2.31 (Closed Software) – Does not apply		
2017 Section 508		
<ul> <li>501 (Web)(Software) – Does not apply to non-web software</li> <li>504.2 (Authoring Tool)</li> </ul>		
• 602.3 (Support Docs) – Does not apply to non-web docs  3.2.4 Consistent Identification (Level AA)		
Also applies to:	Web: Supports	Web: All components that share functionality within the
EN 301 549 Criteria		product are consistently identified
• 9.2.32 (Web)	Electronic Docs: Supports	Electronic Docs: Documents are identified consistently
<ul> <li>10.2.32 (web)</li> <li>10.2.32 (non-web document) – Does not apply</li> </ul>		Lieutionic Docs. Documents are identified consistently
<ul> <li>10.2.32 (non-web document) – Boes not apply</li> <li>11.2.1.32 (Software) – Does not apply</li> </ul>		
<ul> <li>11.2.1.32 (Software) – Does not apply</li> <li>11.2.2.32 (Closed Software) – Does not apply</li> </ul>		
T1.2.2.32 (Closed Software) - Dues flot apply	1	

Criteria	Conformance Level	Remarks and Explanations
2017 Section 508		
<ul> <li>501 (Web)(Software) – Does not apply to non-web software</li> </ul>		
• 504.2 (Authoring Tool)		
<ul> <li>602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>		
3.3.3 Error Suggestion (Level AA)		
Also applies to:		
EN 301 549 Criteria	NA/ ala como a suta	Web: Only 1 form exists and doesn't have any scenarios
• 9.2.35 (Web)	Web: Supports	where it creates an error.
<ul> <li>10.2.35 (non-web document)</li> </ul>	Electronic Docs: Supports	
• 11.2.1.35 (Software)	Electronic Docs. Supports	Electronic Docs: No error messages exist in documents
<ul> <li>11.2.2.35 (Closed Software) – Does not apply</li> </ul>		
2017 Section 508		
• 501 (Web)(Software)		
<ul> <li>504.2 (Authoring Tool)</li> </ul>		
602.3 (Support Docs)		
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)		
Also applies to:		Web: Product does not contain any of the applicable
EN 301 549 Criteria	Web: Supports	conditions
• 9.2.36 (Web)		
<ul> <li>10.2.36 (non-web document)</li> </ul>	Electronic Docs: Supports	Electronic Docs: documents do not contain any of the
• 11.2.1.36 (Software)		applicable conditions
<ul> <li>11.2.2.36 (Closed Software) – Does not apply</li> </ul>		
2017 Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		

## Table 3: Conformance Criteria, Level AAA - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
1.2.6 Sign Language (Prerecorded) (Level AAA) Also applies to:	Web:	Web:

Criteria	Conformance Level	Remarks and Explanations
EN 301 549 Criteria – Does not apply		
2017 Section 508 – Does not apply		
1.2.7 Extended Audio Description (Prerecorded) (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	WED.	
2017 Section 508 – Does not apply		
1.2.8 Media Alternative (Prerecorded) (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	WCS.	Web.
2017 Section 508 – Does not apply		
1.2.9 Audio-only (Live) (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply		
2017 Section 508 – Does not apply		
1.4.6 Contrast Enhanced (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply		
2017 Section 508 – Does not apply		
1.4.7 Low or No Background Audio (Level AAA)		
Also applies to: EN 301 549 Criteria – Does not apply	Web:	Web:
2017 Section 508 – Does not apply		
1.4.8 Visual Presentation (Level AAA)		
Also applies to:		
EN 301 549 Criteria – Does not apply	Web:	Web:
2017 Section 508 – Does not apply		
1.4.9 Images of Text (No Exception) Control (Level AAA)		
Also applies to:		
EN 301 549 Criteria – Does not apply	Web:	Web:
2017 Section 508 – Does not apply		
2.1.3 Keyboard (No Exception) (Level AAA)		
Also applies to:	Mark.	NA/-In.
EN 301 549 Criteria – Does not apply	Web:	Web:
2017 Section 508 – Does not apply		
2.2.3 No Timing (Level AAA)	Web:	Web:
	1	I .

Criteria	Conformance Level	Remarks and Explanations
Also applies to:		
EN 301 549 Criteria – Does not apply		
2017 Section 508 – Does not apply		
2.2.4 Interruptions (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	Web.	WED.
2017 Section 508 – Does not apply		
2.2.5 Re-authenticating (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	Web.	WED.
2017 Section 508 – Does not apply		
2.3.2 Three Flashes (Level AAA)		
Also applies to:	Web:	M/ob:
EN 301 549 Criteria – Does not apply	web.	Web:
2017 Section 508 – Does not apply		
2.4.8 Location (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	Web.	WED.
2017 Section 508 – Does not apply		
2.4.9 Link Purpose (Link Only) (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	WCD.	WCD.
2017 Section 508 – Does not apply		
2.4.10 Section Headings (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	Web.	WED.
2017 Section 508 – Does not apply		
3.1.3 Unusual Words (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	Wes.	wes.
2017 Section 508 – Does not apply		
3.1.4 Abbreviations (Level AAA)		
Also applies to:	Web:	Web:
EN 301 549 Criteria – Does not apply	TT CO.	vvco.
2017 Section 508 – Does not apply		

Criteria	Conformance Level	Remarks and Explanations
3.1.5 Reading Level (Level AAA) Also applies to: EN 301 549 Criteria – Does not apply 2017 Section 508 – Does not apply	Web:	Web:
3.1.6 Pronunciation (Level AAA) Also applies to: EN 301 549 Criteria — Does not apply 2017 Section 508 — Does not apply	Web:	Web:
3.2.5 Change on Request (Level AAA) Also applies to: EN 301 549 Criteria – Does not apply 2017 Section 508 – Does not apply	Web:	Web:
3.3.5 Help (Level AAA) Also applies to: EN 301 549 Criteria – Does not apply 2017 Section 508 – Does not apply	Web:	Web:
3.3.6 Error Prevention (All) (Level AAA) Also applies to: EN 301 549 Criteria – Does not apply 2017 Section 508 – Does not apply	Web:	Web:

## Table 4: WCAG Conformance Requirements - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
1. Conformance Level	Web:	
Also applies to:	Level A: Supports with	Web: This product does not conform to A or AA
EN 301 549 Criteria	exceptions	standards in only a few isolated elements like labeling
• 9.3 (Web)	Level AA: Supports with	search. Otherwise, this product conforms to A and AA
2017 Section 508	exceptions	standards
• 501 (Web)(Software)	Level AAA: Not Reporting	
• 504.2 (Authoring Tool)		Electronic Docs: Documents within these products are
• 602.3 (Support Docs)	Electronic Docs:	offered in .doc and .rtf format, which offers the

Criteria	Conformance Level	Remarks and Explanations
	Level A: Support Level AA: Support Level AAA: Not Reporting	compliance of the user's text editor program.
2. Full pages  Also applies to: EN 301 549 Criteria  • 9.3 (Web)  2017 Section 508  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: Supports with exceptions Electronic Docs: Does not support	Web: Each page is compliant except for unlabeled header search bar, full header structure and positive tab index Electronic Docs: No documents are fully compliant
3. Complete processes  Also applies to:  EN 301 549 Criteria  • 9.3 (Web)  2017 Section 508  • 501 (Web)(Software)  • E207.3 (Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: Supports Electronic Docs: Supports	Web: Retrieving a legal form is fully supported and compliant via browsing, and nearly compliant via searching. Electronic Docs: No documents are part of a process, but the end result of one
4. Only Accessibility-Supported Ways of Using Technologies  Also applies to: EN 301 549 Criteria  • 9.3 (Web)  2017 Section 508  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Web: Supports Electronic Docs: Supports	Web: All accessibility related messaging is presented in a way that AT can interact with Electronic Docs: All accessibility related messaging is presented in a way that AT can interact with
5. Non-Interference Also applies to: EN 301 549 Criteria  • 9.3 (Web) 2017 Section 508	Web: Supports Electronic Docs: Supports	Web: No technologies are used in a way that block users from accessing the page with AT.  Electronic Docs: No technologies are used in a way that block users from accessing the documents with AT.

Criteria	Conformance Level	Remarks and Explanations
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		

# 2017 Section 508 Report - Click to show or hide 2017 Section 508 tables (section headings will remain)

Notes:

## **Chapter 3: Functional Performance Criteria** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Supports with exceptions	Small labeling issue and lack of robust header structure present a small barrier to a user without vision.
302.2 With Limited Vision	Supports	The product does not interfere with the user's ability to resize text, zoom, disable css, insert fonts or change contrast.
302.3 Without Perception of Color	Supports	The product does not convey information or meaning using color only. Whenever color is used to convey information, it is paired with an alternative method of conveyance.
302.4 Without Hearing	Supports	The product contains nothing that requires user hearing
302.5 With Limited Hearing	Supports	The product contains nothing that requires user hearing
302.6 Without Speech	Supports	The product contains nothing that requires user speech
302.7 With Limited Manipulation	Supports with exceptions	Small labeling issue and lack of robust header structure present a small barrier to a user without vision.

Criteria	Conformance Level	Remarks and Explanations
302.8 With Limited Reach and Strength		Small labeling issue and lack of robust
	Supports with exceptions	header structure present a small barrier to
		a user without vision.
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports	Some forms have incomplete contextual
502.5 With Limited Language, Cognitive, and Learning Abilities	Supports	information and lack helpful messages

## **Chapter 4: Hardware** - Click to show or hide table data

Notes: Deleted, Gale provides only web/software products

## **Chapter 5: Software** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
501 Scope – Incorporation of WCAG 2.0 AA	See WCAG 2.0 section	
502 Interoperability with Assistive Technology		
502.2.1 User Control of Accessibility Features		
502.2.2 No Disruption of Accessibility Features		
502.3 Accessibility Services		
502.3.1 Object Information		
502.3.2 Modification of Object Information		
502.3.3 Row, Column, and Headers		
502.3.4 Values		
502.3.5 Modification of Values		
502.3.6 Label Relationships		
502.3.7 Hierarchical Relationships		
502.3.8 Text		
502.3.9 Modification of Text		
502.3.10 List of Actions		
502.3.11 Actions on Objects		
502.3.12 Focus Cursor		
502.3.13 Modification of Focus Cursor		
502.3.14 Event Notification		

Criteria	Conformance Level	Remarks and Explanations
502.4 Platform Accessibility Features		
503 Applications		
503.2 User Preferences		
503.3 Alternative User Interfaces		
503.4 User Controls for Captions and Audio Description.		
503.4.1 Caption Controls		
503.4.2 Audio Description Controls		
504 Authoring Tools		
504.2 Content Creation or Editing	See WCAG 2.0 section	
504.2.1 Preservation of Information Provided for Accessibility in Format		
Conversion		
504.2.2 PDF Export		
504.3 Prompts		
504.4 Templates		

## **Chapter 6: Support Documentation and Services** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope		
602 Support Documentation		
602.2 Accessibility and Compatibility Features	Does not support	Product does not include any unique accessibility commands outside of the standard cursor keys, tab+shift-tab, enter and spacebar.
		Other accessibility features include ReadSpeaker and alternative document formats, are not explicitly listed anywhere.
602.3 Electronic Support Documentation	Level A: Does not support Level AA: Does not support	The electronic support documentation available on support.gale.com does not comply with WCAG standards.
602.4 Alternate Formats for Non-Electronic Support Documentation	Supports with exception	On request, Gale will attempt to provide

Criteria	Conformance Level	Remarks and Explanations
		support materials in alternative formats.
603 Support Services		
603.2 Information on Accessibility and Compatibility Features	Does not support	Accessibility features are not explicitly
605.2 Information on Accessibility and Compatibility Features		listed in any Gale support documentation
		Gale commonly uses a single direct point
603.3 Accommodation of Communication Needs	Supports	of contact for its technical and customer
		care support services.

# EN 301 549 Report - Click to show or hide EN 301 549 tables (chapter headings will remain)

Notes:

**Chapter 4: 4.2 Functional Performance Statements** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
4.2.1 Usage without vision		
4.2.2 Usage with limited vision		
4.2.3 Usage without perception of colour		
4.2.4 Usage without hearing		
4.2.5 Usage with limited hearing		
4.2.6 Usage without vocal capability		
4.2.7 Usage with limited manipulation or strength		
4.2.8 Usage with limited reach		
4.2.9 Minimize photosensitive seizure triggers		
4.2.10 Usage with limited cognition		

Criteria	Conformance Level	Remarks and Explanations
4.2.11 Privacy		

## **Chapter <u>5: Generic Requirements</u>** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
5.1 Closed functionality		
5.1.2 General		
5.1.2.2 Assistive technology		
5.1.3 Non-visual access		
5.1.3.1 General		
5.1.3.2 Auditory output delivery including speech		
5.1.3.3 Auditory output correlation (informative)		
5.1.3.4 Speech output user control		
5.1.3.5 Speech output automatic interruption		
5.1.3.6 Speech output for non-text content		
5.1.3.7 Speech output for video information		
5.1.3.8 Masked entry		
5.1.3.9 Private access to personal data		
5.1.3.10 Non-interfering audio output		
5.1.3.11 Private listening		
5.1.3.12 Speaker volume		
5.1.3.13 Volume reset		
5.1.3.14 Spoken languages		
5.1.3.15 Non-visual error identification		
5.1.3.16 Receipts, tickets, and transactional outputs		
5.1.4 Functionality closed to text enlargement		
5.1.5 Visual output for auditory information		
5.1.6 Operation without keyboard interface		

Criteria	Conformance Level	Remarks and Explanations
5.1.6.1 Closed functionality		
5.1.6.2 Input focus		
5.2 Activation of accessibility features		
5.3 Biometrics		
5.4 Preservation of accessibility information during conversion		
5.5 Operable parts		
5.5.1 Means of operation		
5.5.2 Operable parts discernibility		
5.6 Locking or toggle controls		
5.6.1 Tactile or auditory status		
5.6.2 Visual status		
5.7 Key repeat		
5.8 Double-strike key acceptance		
5.9 Simultaneous user actions		

# **Chapter** <u>6: ICT with Two-Way Voice Communication</u> - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
6.1 Audio bandwidth for speech (informative)		
6.2 Real-time text (RTT) functionality		
6.2.1.1 RTT communication		
6.2.1.2 Concurrent voice and text		
6.2.2.1 Visually distinguishable display		
6.2.2.2 Programmatically determinable send and receive direction		
6.2.3 Interoperability		
6.2.4 Real-time text responsiveness		
6.3 Caller ID		
6.4 Alternatives to voice-based services		
6.5 Video communication		
6.5.1 General (informative)		

Criteria	Conformance Level	Remarks and Explanations
6.5.2 Resolution		
6.5.3 Frame rate		
6.5.4 Synchronization between audio and video		
6.6 Alternatives to video-based services (informative)		

## **Chapter <u>7: ICT with Video Capabilities</u>** - Click to show or hide table data

#### Notes:

Criteria	Conformance Level	Remarks and Explanations
7.1 Caption processing technology		
7.1.1 Captioning playback		
7.1.2 Captioning synchronization		
7.1.3 Preservation of captioning		
7.2.1 Audio description playback		
7.2.2 Audio description synchronization		
7.2.3 Preservation of audio description		
7.3 User controls for captions and audio description		

## **Chapter 8: Hardware** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
8.1.1 Generic requirements		
8.1.2 Standard connections		
8.1.3 Colour		
8.2 Hardware products with speech output		
8.2.1.1 Speech volume range		
8.2.1.2 Incremental volume control		
8.2.2.1 Fixed-line devices		

Criteria	Conformance Level	Remarks and Explanations
8.2.2.2 Wireless communication devices		
8.3 Physical access to ICT		
8.3.2.1 Change in level		
8.3.2.2 Clear floor or ground space		
8.3.2.3.1 General		
8.3.2.3.2 Forward approach		
8.3.2.3.3 Parallel approach		
8.3.2.4 Knee and toe clearance width		
8.3.2.5 Toe clearance		
8.3.2.6 Knee clearance		
8.3.3.1.1 Unobstructed high forward reach		
8.3.3.1.2 Unobstructed low forward reach		
8.3.3.1.3.1 Clear floor space		
8.3.3.1.3.2 Obstructed (< 510 mm) forward reach		
8.3.3.1.3.3 Obstructed (< 635 mm) forward reach		
8.3.3.2.1 Unobstructed high side reach		
8.3.3.2.2 Unobstructed low side reach		
8.3.3.2.3.1 Obstructed (≤255 mm) side reach		
8.3.3.2.3.2 Obstructed (≤610 mm) side reach		
8.3.4 Visibility		
8.3.5 Installation instructions		
8.4 Mechanically Operable parts		
8.4.1 Numeric keys		
8.4.2.1 Means of Operation of mechanical parts		
8.4.2.2 Force of operation of mechanical parts		
8.4.3 Keys, tickets and fare cards		
8.5 Tactile indication of speech mode		

**Chapter** 9: Web (see WCAG 2.0 section below)

Notes:

**Chapter** 10: Non-web Documents - Click to show or hide table data

Notes:

Criteria	Conformance Level	Remarks and Explanations
10.1 General		
10.2 Document success criteria		
10.2.1 through 10.2.38	See WCAG 2.0 section	
10.2.39 Caption positioning		
10.2.40 Audio description timing		

## **Chapter** 11: Software - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
11.2.1 Software success criteria (excluding closed functionality)	See WCAG 2.0 section	
11.2.2 Software success criteria (closed functionality)	See WCAG 2.0 section	
11.3 Interoperability with assistive technology		
11.3.1 Closed functionality (informative)		
11.3.2 Accessibility services		
11.3.2.1 Platform accessibility service support for software that provides a user interface		
11.3.2.2 Platform accessibility service support for assistive technologies		
11.3.2.3 Use of accessibility services		
11.3.2.4 Assistive technology		
11.3.2.5 Object information		
11.3.2.6 Row, column, and headers		
11.3.2.7 Values		

Criteria	Conformance Level	Remarks and Explanations
11.3.2.8 Label relationships		
11.3.2.9 Parent-child relationships		
11.3.2.10 Text		
11.3.2.11 List of available actions		
11.3.2.12 Execution of available actions		
11.3.2.13 Tracking of focus and selection attributes		
11.3.2.14 Modification of focus and selection attributes		
11.3.2.15 Change notification		
11.3.2.16 Modifications of states and properties		
11.3.2.17 Modifications of values and text		
11.4 Documented accessibility usage		
11.4.1 User control of accessibility features		
11.4.2 No disruption of accessibility features		
11.5 User preferences		
11.6 Authoring tools		
11.6.2 Accessible content creation		
11.6.3 Preservation of accessibility information in transformations		
11.6.4 Repair assistance		
11.6.5 Templates		

## **Chapter 12: Documentation and Support Services** - Click to show or hide table data

Criteria	Conformance Level	Remarks and Explanations
12.1 Product documentation		
12.1.1 Accessibility and compatibility features		
12.1.2 Accessible documentation		
12.2 Support Services		
12.2.2 Information on accessibility and compatibility features		

Criteria	Conformance Level	Remarks and Explanations
12.2.3 Effective communication		
12.2.4 Accessible documentation		

## **Chapter 13: ICT Providing Relay or Emergency Service Access** - Click to show or hide table data

Notes:

Criteria	Conformance Level	Remarks and Explanations
13.1 Relay services requirements		
13.1.2 Text relay services		
13.1.3 Sign relay services		
13.1.4 Lip-reading relay services		
13.1.5 Captioned telephony services		
13.1.6 Speech to speech relay services		
13.2 Access to relay services		
13.3 Access to emergency services		

## **Legal Disclaimer (Company)**

Include your company legal disclaimer here, if needed