

NYSERDA Accessibility Requirements

Accessible content and functionality ensure those with disabilities or impairments have the access to NYSERDA information and opportunities.

NYSERDA requires contractors producing content and functionality intended to be published to the Web to adhere to New York State Enterprise IT Policy NYS-P08-005, “[Accessibility of Information Communication Technology](#)” (hereafter referred to as NYS Accessibility Policy). The NYS Accessibility Policy aligns with Web Content Accessibility Guidelines (WCAG) 2.2 – All Level A and AA guidelines, found at w3.org/TR/WCAG22/.

NYSERDA’s Accessibility Review Process

NYSERDA reviews content and functionality intended to be published to the Web for Level A and AA compliance to Web Content Accessibility Guidelines (WCAG) 2.2. Web content and functionality includes not only Web pages, software applications and mobile apps, but also downloadable and streaming resources such as PDFs, images, audio, video, multimedia, and other file-types found on websites.

NYSERDA will scan contracted web sites and provide a report of errors to the contractor for resolution. NYSERDA will then rescan the web site until a clean report is generated. Contractors should allow time for review and remediation prior to publishing.

Accessibility Validation and Testing

Web Pages and Applications

To expedite the review process of web pages and ensure compliance, developers are strongly encouraged to validate their work prior to submitting it to NYSERDA for review using an accessibility validation tool of their own preference, or one or more of the following:

- [WAVE](#) - web browser extension (Chrome or Firefox),
- [Axe Dev Tools](#) - web browser extension (Chrome).

Color Contrast

These tools allow you to analyze text color contrast according to the WCAG 2.0 text color contrast requirements.

- [WebAIM Contrast Checker](#) – web page-based tool
- [Color Contrast Analyzer](#) - Chrome web browser extension. In addition to web pages, the Color Contrast Analyzer can evaluate files (such as image files and PDF files) on your computer that can be opened in Chrome.
- [Colour Contrast Analyser](#) – Free Windows or Mac desktop software

Portable Document Format (PDF)

Authors should create their documents in Microsoft Word, using a proper document structure that includes, but not limited to: headings, table row and column headers, and accurate and descriptive alternative text for images, charts, and figures.

Prior to conversion to PDF format, authors should run the built-in [Microsoft Word Accessibility Checker](#). Then, upon creating the PDF version of your file, authors should validate their work prior to submitting it to NYSEDA for review using an accessibility validation tool of their own preference, or one of the following tools:

- [PAC - PDF Accessibility Checker \(Free\)](#)
- [CommonLook PDF Validator \(Free\)](#)
- [Adobe Acrobat Pro](#) – validation and remediation tool
- [CommonLook PDF](#) – PDF remediation tool

NYSEDA may use a combination of tools to review PDF files. Authors should seek to attain a clean scan from at least one third party software tool prior to submitting files to NYSEDA. NYSEDA has found the Free PDF Accessibility Checker (PAC version 3) to be the most comprehensive tool for validating accessibility requirements.

Screen Reader

The [NVDA](#) (Non-Visual Desktop Access) screen reader is a free tool for blind users to access web page content. Using this tool (without a mouse) will help developers realize the shortcomings of inaccessible design. While it does not provide a report on accessibility errors, it does emulate the browsing experience for a blind user.

Resources for Creating Accessible Content

- [Section508.Gov](#) – Federal resource with training and tutorials on accessible content creation, design and development, and document remediation.
- [Introduction to Web Accessibility](#)
- [Accessibility Principles](#)
- [Easy Accessibility Checks – A First Review](#)
- [Designing for Web Accessibility](#): Tips for user interface and visual design
- [Writing for Web Accessibility](#): Tips for writing and presenting content
- [Developing for Web Accessibility](#): Tips for markup and coding
- [Web AIM \(Accessibility in Mind\)](#)
- [Image Concepts Tutorials](#)
- [Adobe Accessibility Resources](#)
- [U.S. General Services Administration – Create Accessible Documents](#)
- [Creating Accessible Content](#)
- [PDF Techniques for WCAG 2.2](#)

- [Create and verify PDF accessibility \(Acrobat Pro\)](#)
- [W3C Web Accessibility Evaluation Tool List](#)
- [Mobile Accessibility: How WCAG 2.0 and Other W3C/WAI Guidelines Apply to Mobile](#)
- [Mobile Accessibility: How WCAG 2.0 and UAAG 2.0 Apply to Mobile Devices](#)
- [WCAG 2.0 Techniques that Apply to Mobile](#)