

Detailed methodology used to assess website accessibility to WAI level Double-A for report produced for the Cabinet Office, 2005

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Automated assessments

The compiled list of site URLs was run through the automated assessment process, producing a batch of comma delimited text files. Each file contained the data (detailed below) for a single site. The data was copied and pasted into a master spreadsheet, to allow for bulk analysis. The data for sites selected for manual assessment was copied and pasted into individual assessment spreadsheets for reference during the manual assessment process.

Where no data or suspect data was produced for a particular site, the URL was inspected manually. In some cases, complex redirects were preventing the automated assessment tool from accurately accessing and sifting the site data - in these instances, an appropriate "start" URL was identified manually, and used to re-assess the site. In other cases, other reasons for the assessment failure were identified, such as password protection, content consisting entirely of Flash, and the site no longer existing. In these cases, the site was excluded from the statistics, and no further assessment attempted. In most cases, however, no problem was identified, suggesting that the site was simply temporarily unavailable at the time of the original automated assessment run. In these cases, the site URL was re-submitted for assessment. In a few cases, this had to be repeated several

times before valid data could be obtained. Where no valid data was obtained after 3 or 4 such attempts, and no obvious reason could be identified as a result of manual inspection, the site was excluded from the statistics, and no further assessment attempted.

Once the automated data had been analysed, a range of sites were selected for manual assessment, as described in the methodology included in the report.

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Manual assessments

The manual assessment spreadsheets contained the automated data for the site to be assessed, along with details of manual data verification checks and manual assessment checks to be carried out. Notes on assessment criteria and methods were provided to all assessors, and the assessment spreadsheet contained brief suggestions as to appropriate assessment methods for individual checkpoints. The assessment spreadsheet was designed to limit the possible responses for each check, to help ensure consistency, and to make analysis of the results easier. Many checks allowed the responses "NO", "SOME", "MIXED", "MOSTLY" and "YES". In most cases, "NO", "SOME" and "MIXED" were judged to be FAIL responses, "MOSTLY" judged to be a MARGINAL FAIL, and "YES" judged to be a PASS (however see details by checkpoint below).

Collation of automated and manual assessments

For those sites subjected to manual assessment, the combined data and results from the automated and manual assessments were copied and pasted into a separate master spreadsheet for summary and analysis.

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Data from automated assessments

- A1: Number of images (IMG elements).
- A2: Number of images (IMG elements) without an ALT attribute, plus up to five example URLs.
- B1: Number of client-side image maps (MAP elements), plus up to five example URLs.
- B2: Number of image map hotspots (AREA elements).
- B3: Number of image map hotspots (AREA elements) with empty ALT attributes, plus up to five example URLs.

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- B4: Number of image map hotspots (AREA elements) without an ALT attribute, plus up to five example URLs.
- C1: Number of applets (APPLET elements), plus up to five example URLs.
- C2: Number of applets (APPLET elements) with empty ALT attributes, plus up to five example URLs.
- C3: Number of applets (APPLET elements) without an ALT attribute, plus up to five example URLs.
- D1: Number of OBJECT elements, plus up to five example URLs.
- D2: Number of EMBED elements, plus up to five example URLs.
- E1: Number of framed pages (FRAMESET), plus up to five example URLs.
- E2: Number of framed pages (FRAMESET) with empty or missing NOFRAMES content, plus up to five example URLs.
- E3: Number of framed pages (FRAMESET) with poor NOFRAMES content, plus up to five example URLs.
- E4: Number of inline frames (IFRAME elements), plus up to five example URLs.
- E5: Number of frames (FRAME elements).
- E6: Number of frames (FRAME elements) without a TITLE attribute.
- F1: Number of possible server-side image maps (ISMAP attributes), plus up to five example URLs.
- F2: Number of possible server-side image maps (INPUT TYPE="IMAGE"), plus up to five example URLs.
- G1: Number of possible multimedia files found (standard audio and video file formats, powerpoint), plus up to five example URLs.
- H1: Number of HTML validation errors.
- I1: Number of pages containing CSS values in points or pixels, plus up to five example URLs.
- I2: Number of pages containing TABLE, TH or TD elements with height or width defined in pixels in the HTML code, plus up to five example URLs.
- J1: Number of pages containing heading elements (H1, H2, H3, etc), plus up to five example URLs.

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- J2: Number of pages containing heading elements but lacking a top level (H1) heading, plus up to five example URLs.
- K1: Number of ordered lists (OL elements), plus up to five example URLs.
- K2: Number of bulleted lists (UL elements), plus up to five example URLs.
- K3: Number of definition lists (DL elements), plus up to five example URLs.
- L1: Number of BLOCKQUOTE elements, plus up to five example URLs.
- L2: Number of Q (inline quote) elements, plus up to five example URLs.
- M1: Number of LANG attributes in tags other than the opening HTML tag, plus up to five example URLs.
- N1: Number of table heading (TH) elements, plus up to five example URLs.
- N2: Number of table heading SCOPE attributes, plus up to five example URLs.
- N3: Number of table HEADERS attributes, plus up to five example URLs.
- N4: Number of tables (TABLE elements), plus up to five example URLs.
- N5: Number of tables containing TH, SUMMARY and/or CAPTION, plus up to five example URLs.
- O1: Whether or not style sheets are being used, plus up to five example URLs.
- P1: Whether or not JavaScript is being used, plus up to five example URLs.
- Q1: Whether or not JavaScript event handlers were found, plus up to five example URLs.
- R1: Number of BLINK elements found, plus up to five example URLs.
- S1: Number of auto-refreshing pages (META REFRESH pointing to current URL), plus up to five example URLs.
- S2: Number of client-side redirects (META REFRESH pointing to a different URL), plus up to five example URLs.
- T1: Number of links likely to open in a new browser window (either JavaScript or using TARGET attribute), plus up to five example URLs.
- U1: Number of forms (FORM elements), plus up to five example URLs.
- U2: Number of forms without explicit association of text labels and form elements (FORM elements but no LABEL elements), plus up to five example URLs.

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- V1: Number of links to PDF files, plus up to five example URLs.
- V2: Number of links to other non-W3C files (e.g. Word, Excel, Powerpoint, etc), plus up to five example URLs.
- W1: Number of deprecated HTML elements (BASEFONT, CENTER, DIR, FONT, ISINDEX, MENU, S, STRIKE, U), plus up to five example URLs.
- W2: Number of deprecated HTML attributes (ALIGN with all except COL, COLGROUP, TBODY, TD, TFOOT, TH, THEAD, TR), plus up to five example URLs.
- W3: Number of deprecated HTML attributes (ALINK, BACKGROUND, BGCOLOR, BORDER (except with TABLE), CLEAR, COMPACT, HEIGHT (for TD and TH only)), plus up to five example URLs.
- W4: Number of deprecated HTML attributes (HSPACE, LANGUAGE, LINK, NOSHADE, NOWRAP, SIZE (for HR), START, TEXT, TYPE (for LI, OL, UL)), plus up to five example URLs.
- W5: Number of deprecated HTML attributes (VALUE (for LI), VERSION, VLINK, VSPACE, WIDTH (for TH, TD, HR and PRE)), plus up to five example URLs.
- X1: Number of poor link texts ("here" and "click here"), plus up to five example URLs.
- Y1: Number of pages with no TITLE element, plus up to five example URLs.
- Y2: Number of pages with an empty TITLE element, plus up to five example URLs.

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Data validity checksums built into master spreadsheet

If any of the conditions listed is met, it flags up a problem with the automated data. When this occurs, the following sequence of checks is carried out:

The data is checked to ensure that it has been copied and pasted accurately.

The automated assessment for that particular site is re-run.

If the data is still in error, the site is checked manually to identify possible reasons for the error, and if these are identified, the URL is, if necessary, amended, and the automated assessment for that site is re-run.

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If an error is found in the automated assessment software algorithms, these are corrected and all automated assessments re-run.

If no reason or solution to the problem can be found for that specific site, the site is excluded from statistics and no further assessment is carried out for the site.

Verification / remedial action is automatically flagged if any of the following conditions is true:

Images	A1<=10 Number of images found is less than or equal to 10. It is unlikely that, out of a sample of 50 pages, only 10 images will be present.
Images	A2>A1 Number of images without an ALT attribute is greater than number of images found.
Image map hotspots	B2<B1 Number of image map hotspots is less than the number of client-side image maps found. In most circumstances, each image map should have at least one hotspot.
Image map hotspots	(B3+B4)>B2 Combined total of image map hotspots with empty ALT attributes and without an ALT attribute is greater than the number of image map hotspots found.
Applets	(C2+C3)>C1 Combined total of applets with empty ALT attributes and without an ALT attribute is greater than the number of applets found.
NOFRAMES	(E2+E3)>E1 Combined total of framed pages with empty NOFRAMES element and without a NOFRAMES element is greater than the number of framed pages found.
Frames	E7<E1 Number of frames is less than the number of framed pages found. One would generally expect each framed page to have at least one frame.
Frames	E8>E7 Number of frames without a TITLE attribute is greater than the number of frames found.
Headings	J2>J1 Number of pages with headings but no H1 heading greater than the number of pages with headings.

Manual checks on automated data validity

While carrying out the manual assessment, the following validity checks were carried out on the automated data (references relate to IDs for automated data items):

- A2: Are images (IMG elements) without an ALT attribute present in the example URLs supplied?
- B1: Are client-side image maps (MAP elements) present in the example URLs supplied?
- B3: Are image map hotspots (AREA elements) with empty ALT attributes present in the example URLs supplied?
- B4: Are image map hotspots (AREA elements) without an ALT attribute present in the example URLs supplied?
- B2 to B4 Do the proportions of image map hotspots (AREA elements) with, without and with empty ALT attributes in the example URLs supplied match the automated data?
- C1: Are applets (APPLET elements) present in the example URLs supplied?
- C2: Are applets (APPLET elements) with empty ALT attributes present in the example URLs supplied?
- C3: Are applets (APPLET elements) without an ALT attribute present in the example URLs supplied?
- C1 to C3 Do the proportions of applets (APPLET elements) with, without and with empty ALT attributes in the example URLs supplied match the automated data?
- D1: Are OBJECT elements present in the example URLs supplied?
- D2: Are EMBED elements present in the example URLs supplied?
- E1: Are framed pages (FRAMESET) present in the example URLs supplied?
- E2: Are framed pages (FRAMESET) with empty or missing NOFRAMES content present in the example URLs supplied?
- E3: Are framed pages (FRAMESET) with poor NOFRAMES content present in the example URLs supplied?

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- E1 to E3 Do the proportions of framed pages with, without and with empty NOFRAMES elements in the example URLs supplied match the automated data?
- E4: Are inline frames (IFRAME elements) present in the example URLs supplied?
- F1: Are ISMAP attributes present in the example URLs supplied?
- F2: Are INPUT TYPE="IMAGE" elements present in the example URLs supplied?
- G1: Are possible multimedia files present in the example URLs supplied?
- H1: Do the results of validating the HTML on several pages produce figures per page that equate with those in the automated data?
- I1: Are CSS values in points or pixels present in the example URLs supplied?
- I2: Are TABLE, TH or TD elements with height or width defined in pixels in the HTML code present in the example URLs supplied?
- J1: Are heading elements (H1, H2, H3, etc) present in the example URLs supplied?
- J2: Are heading elements but no top level (H1) heading present in the example URLs supplied?
- K1: Are ordered lists (OL elements) present in the example URLs supplied?
- K2: Are bulleted lists (UL elements) present in the example URLs supplied?
- K3: Are definition lists (DL elements) present in the example URLs supplied?
- L1: Are BLOCKQUOTE elements present in the example URLs supplied?
- L2: Are Q (inline quote) elements present in the example URLs supplied?
- M1: Are LANG attributes in tags other than the opening HTML tag present in the example URLs supplied?
- N1: Are table heading (TH) elements present in the example URLs supplied?
- N2: Are table heading SCOPE attributes present in the example URLs supplied?
- N3: Are table HEADERS attributes present in the example URLs supplied?
- N4: Are tables (TABLE elements) present in the example URLs supplied?
- N5: Are tables containing TH, SUMMARY and/or CAPTION present in the example URLs supplied?

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- O1: Are style sheets present in the example URLs supplied?
- P1: Is JavaScript present in the example URLs supplied?
- Q1: Are JavaScript event handlers present in the example URLs supplied?
- R1: Are BLINK elements present in the example URLs supplied?
- S1: Are auto-refreshing pages (META REFRESH pointing to current URL) present in the example URLs supplied?
- S2: Are client-side redirects (META REFRESH pointing to a different URL) present in the example URLs supplied?
- T1: Are links likely to open in a new browser window (either JavaScript or using TARGET attribute) present in the example URLs supplied?
- U1: Are forms (FORM elements) present in the example URLs supplied?
- U2: Are forms without explicit association of text labels and form elements (FORM elements but no LABEL elements) present in the example URLs supplied?
- V1: Are links to PDF files present in the example URLs supplied?
- V2: Are links to other non-W3C files (e.g. Word, Excel, Powerpoint, etc) present in the example URLs supplied?
- W1: Are any deprecated HTML elements (BASEFONT, CENTER, DIR, FONT, ISINDEX, MENU, S, STRIKE, U) present in the example URLs supplied?
- W2: Are any deprecated HTML attributes (ALIGN with all except COL, COLGROUP, TBODY, TD, TFOOT, TH, THEAD, TR) present in the example URLs supplied?
- W3: Are any deprecated HTML attributes (ALINK, BACKGROUND, BGCOLOR, BORDER (except with TABLE), CLEAR, COMPACT, HEIGHT (for TD and TH only)) present in the example URLs supplied?
- W4: Are any deprecated HTML attributes (HSPACE, LANGUAGE, LINK, NOSHADE, NOWRAP, SIZE (for HR), START, TEXT, TYPE (for LI, OL, UL)) present in the example URLs supplied?
- W5: Are any deprecated HTML attributes (VALUE (for LI), VERSION, VLINK, VSPACE, WIDTH (for TH, TD, HR and PRE)) present in the example URLs supplied?
- X1: Are poor link texts ("here" and "click here") present in the example URLs supplied?
- Y1: Are pages with no TITLE element present in the example URLs supplied?

Y2: Are pages with an empty TITLE element present in the example URLs supplied?

If any of these data validity checks is failed, the same actions are carried out as when a calculated checksum flags up a possible problem with the automated data.

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Automated data PASS/FAIL criteria

The following data, calculated from the raw automated data, were used to determine whether or not the site passes or fails specific checkpoints.

WCAG1 checkpoint 1.1

Image ALT text	A2/A1*100 Number of images (IMG elements) without an ALT attribute as a percentage of the images found. PASS = 0% Marginal Fail = Less than or equal to 5% of images or 10 images, whichever is higher. FAIL = More than 5% of images or more than 10 images, whichever is higher.
AREA ALT text	(B3+B4)/B2*100 Combined total of image map hotspots (AREA elements) with empty ALT attributes or with no ALT attribute as a percentage of all image map hotspots found. PASS = 0% Marginal Fail = Less than or equal to 5% of hotspots or 1 hotspot, whichever is higher. FAIL = More than 5% of hotspots or more than 1 hotspot, whichever is higher.
Applet ALT text	C3/C1*100 Number of applets (APPLET elements) without an ALT attribute as a percentage of all applets found. PASS = 0% Marginal Fail = Less than or equal to 5% of applets or 1 applet, whichever is higher. FAIL = More than 5% of applets or more than 1 applet, whichever is higher.
NOFRAMES	E2/E1*100 Number of framed pages (FRAMESET) with empty or missing NOFRAMES content as a percentage of all framed pages found. PASS = 0% Marginal Fail = Less than or equal to 5% of framed pages or 1 page, whichever is higher.

FAIL = More than 5% of framed pages or more than 1 page, whichever is higher.

WCAG1 checkpoint 12.1

Frame titles **E6/E5*100**
Number of frames (FRAME elements) without a TITLE attribute as a percentage of all frames found.
PASS = 0%
Marginal Fail = Less than or equal to 5% of frames.
FAIL = More than 5% of frames.

WCAG1 checkpoint 3.2

Valid HTML **H1**
Number of HTML validation errors.
PASS = 0 errors.
Marginal Fail = Less than or equal to 10 errors.
FAIL = More than 10 errors.

WCAG1 checkpoint 3.3

Use style sheets **O1**
Are style sheets being used?
PASS = YES.
FAIL = NO.

WCAG1 checkpoint 3.4

Relative values - CSS **I1**
Number of pages using CSS values in points or pixels.
PASS = 0 pages.
Marginal Fail = 1 page.
FAIL = More than 1 page.

Relative values - tables **I2**
Number of pages with TABLE, TH or TD heights or widths defined in pixel values.
PASS = 0 pages.
Marginal Fail = 1 page.
FAIL = More than 1 page.

WCAG1 checkpoint 3.5

Headings **J1**
Number of pages containing heading codes (H1, H2, H3, etc).
PASS = More than 0 pages.
FAIL = 0 pages.

Headings no H1 **J2**
Number of pages containing heading elements but lacking a top level (H1) heading.
PASS = 0 pages.
Marginal Fail = 1 page.
FAIL = More than 1 page.

WCAG1 checkpoint 7.2

Blink **R1**
Number of BLINK elements found.
PASS = 0 occurrences.
FAIL = More than 0 occurrences.

WCAG1 checkpoint 7.4

Auto-refresh **S1**
Number of auto-refreshing pages (META REFRESH pointing to current URL).
PASS = 0 pages.
Marginal Fail = 1 page.
FAIL = More than 1 page.

WCAG1 checkpoint 7.5

Auto-redirect **S1**
Number of auto-refreshing pages (META REFRESH pointing to a different URL).
PASS = 0 pages.
Marginal Fail = 1 page.
FAIL = More than 1 page.

WCAG1 checkpoint 11.2

Deprecated HTML **W1 to W5**
Number of instances of deprecated HTML elements and attributes.
PASS = 0 instances.
Marginal Fail = Less than or equal to 10 instances.
FAIL = More than 10 instances.

WCAG1 checkpoint 13.2

Page titles **Y1 and Y2**
Number of pages with an empty or missing title element.
PASS = 0 pages.
Marginal Fail = Less than or equal to 5 pages.
FAIL = More than 5 pages.

Manual assessment PASS/FAIL criteria

WCAG1 checkpoint 1.1

Is the ALT text provided for images meaningful and appropriate?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Is meaningful and appropriate ALT text provided for each image map hotspot area?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Is meaningful and appropriate ALT text provided for each Java Applet?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Is meaningful and appropriate alternative accessible content provided for each Java Applet?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Is meaningful & appropriate alternative accessible content provided for the OBJECT content?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Is meaningful & appropriate alternative accessible content provided for the EMBED content?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Is the NOFRAMES content meaningful & appropriate?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Does the NOFRAMES content provide unframed access to the content of the site?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

(IFRAME) Is meaningful & appropriate alternative content provided in lieu of the framed content?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

(IFRAME) Is it possible to access this content outside of frames?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 12.1

Are frame titles meaningful and appropriate?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoints 1.2 and 9.1

Are additional text links provided in addition to each server side image map?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Are these text links an appropriate alternative for anyone who can't use the image map?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 1.3

[If information is present in the visual aspect of the presentation which is not also communicated in the standard audio track of the presentation], has a suitable audio description been provided?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 1.4

[If synchronised captions and/or audio description are required in order to fully understand the content of the presentation], have such synchronised alternatives been provided?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 2.1

Were any instances found of colour/visual formatting being used as the only way of conveying information?

PASS = NO

Marginal Fail = A FEW

FAIL = MANY

WCAG1 checkpoint 4.1

Are all changes in language being coded properly using the LANG attribute?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 5.1

Has TH been used to code genuine table headings rather than simply for the purpose of visual formatting?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Have row and/or column headings for simple data tables been appropriately coded as table headings using TH?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 5.2

Has TH been used appropriately?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Have SCOPE and/or HEADERS been used properly to associate each table cell with the relevant table headings?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 6.1

Is the content presented in a logical sequence when CSS is not supported?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Is there any residual visual formatting which interferes with the legibility of the content when CSS is not supported?

PASS = NO

Marginal Fail = SOME

FAIL = LOTS

Is the content presented in a logical sequence when a personal style sheet is used?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Is there any residual visual formatting which interferes with the legibility of the content when a personal style sheet is used?

PASS = NO

Marginal Fail = SOME

FAIL = LOTS

WCAG1 checkpoint 6.2

[If any instances of dynamic content were found, and if any accessible alternative presentation of the same content is provided], is the alternative presented in a way which will allow it to be updated so that it shows the latest information available?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 6.3

Do features which otherwise use JavaScript function in its absence?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Do links which use JavaScript to open in a new window still function as links when JavaScript is not supported?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Can forms which use JavaScript for validation still be submitted when JavaScript is not supported?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Are adequate alternatives provided for any features which are otherwise provided through the use of Java Applets?

PASS = YES

Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

If Flash has been found on the site (e.g. OBJECT element) have adequate non-Flash alternatives been provided for the functionality otherwise reliant on support for Flash?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 7.1

Were any instances of flickering content found?

PASS = NO
Marginal Fail = A FEW
FAIL = MANY

Was any warning given before the content was displayed?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 11.4

If any material is found while reviewing the site which cannot be made directly accessible, has a suitable accessible alternative presentation or page been provided?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 2.2

Were any instances found of inadequate contrast between text and background?

PASS = NO
Marginal Fail = A FEW
FAIL = MANY

Were any instances found of background images interfering with the legibility of content positioned on top of these images?

PASS = NO
Marginal Fail = A FEW
FAIL = MANY

WCAG1 checkpoint 3.1

Are images of text used?

PASS = NO

Marginal Fail = A FEW
FAIL = MANY

Are images used to convey other types of information which could be conveyed using appropriate markup instead?

PASS = NO
Marginal Fail = A FEW
FAIL = MANY

WCAG1 checkpoint 3.4

Do pages adapt to different monitor resolutions, without text or page elements overlapping or being truncated?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Do pages adapt to different browser text sizes, without text or page elements overlapping or being truncated?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 3.5

Have all headings been coded?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Have headings been coded in a logical sequence?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Have heading codes been applied to text which is not a heading?

PASS = NO
Marginal Fail = A FEW
FAIL = MANY

WCAG1 checkpoint 3.6

Have the OL elements been used appropriately (i.e. for actual lists rather than purely to obtain a visual formatting effect)?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Have the UL elements been used appropriately (i.e. for actual lists rather than purely to obtain a visual formatting effect)?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Have the DL elements been used appropriately (i.e. for actual lists rather than purely to obtain a visual formatting effect)?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

[If other lists were seen during the assessment], have these other lists have been coded properly as lists?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 3.7

Have the BLOCKQUOTE elements been used appropriately (i.e. for actual block quotations rather than purely to obtain a visual formatting effect)?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Have the Q elements been used appropriately (i.e. for actual inline quotations rather than purely to obtain a visual formatting effect)?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

[If other quotations were seen during the assessment], have these other quotations been coded properly as quotations using BLOCKQUOTE (for block quotations) or Q (for "inline" quotations)?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 5.3

[Layout tables] Is the content presented in a logical and meaningful sequence when the table structure is removed?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 5.4

Has TH been used appropriately?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Has SUMMARY been used appropriately?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Has CAPTION been used appropriately?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 6.5

[Dynamic content] Is any accessible alternative presentation of the same content provided?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 6.4

Can any controls provided in the Java Applets be accessed using both the mouse and the keyboard?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Is the JavaScript functionality accessible using both the mouse and the keyboard?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 7.2

Were any other instances of blinking content found?

PASS = NO

Marginal Fail = A FEW

FAIL = MANY

Was any mechanism provided to enable the user to switch off the blinking content?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 7.3

Were any moving elements found?

PASS = NO
Marginal Fail = A FEW
FAIL = MANY

Are any controls provided to enable users to freeze and/or control the movement?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Are these controls both mouse and keyboard accessible?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

When animation is turned off in the browser, do these previously moving elements still make sense?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Is alternative static content provided in addition to the moving content?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

WCAG1 checkpoint 7.4

Is any mechanism provided to enable users to turn off the auto-refresh feature?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Were any pages found which rely on JavaScript to refresh the page?

PASS = NO
Marginal Fail = A FEW
FAIL = MANY

WCAG1 checkpoint 7.5

Is any mechanism provided to switch off the auto-redirect feature?

PASS = YES
Marginal Fail = MOSTLY
FAIL = NO, SOME, MIXED

Were any pages found which rely on JavaScript to redirect to another page?

WCAG1 checkpoint 8.1

Quite apart from any alternatives that might be provided, are the Flash/Java Applet/JavaScript elements themselves accessible and usable using assistive technology?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Can the functionality be accessed and used by someone with a sensory or physical impairment, using the mouse and/or the keyboard?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 9.2

[If any of these pages contain Flash, Java Applets or JavaScripts which have their own interface], can the item be used fully using either a mouse or a keyboard, rather than just one or the other?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 9.3

Where the functionality is important (e.g. not just for decorative effect) are the JavaScript event handlers used ones which rely on the use of a mouse, or ones which will be triggered by keyboard related events as well?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 10.1

Are suitable warnings provided to inform users that these links will open in a new window?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

Were any instances found of automatic popup windows being generated without any warning?

PASS = NO

Marginal Fail = A FEW

FAIL = MANY

WCAG1 checkpoint 10.2

Are text labels correctly positioned in relation to their corresponding form elements?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 12.4

Have LABEL elements been used correctly to associate specific text labels with specific form elements?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 11.1

[If PDF and other non-W3C documents are found], has the same content been presented in a text or HTML file?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 13.1

Were any instances found of uninformative link texts, or of the same link text being used multiple times on the same page to link to different destinations?

PASS = NO

Marginal Fail = A FEW

FAIL = MANY

WCAG1 checkpoint 13.2

[Where pages are found which have a TITLE element with content], is the content meaningful and appropriate for each page?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

WCAG1 checkpoint 13.3

Is there a site map or table of contents?

PASS = YES

Is a site map or table of contents needed (e.g. if the navigation features don't give a clear enough indication of the structure and content of the site)?

PASS = NO

FAIL = YES (in combination with response NO to preceding question)

WCAG1 checkpoint 13.4

Are the main navigation menus and features used consistently throughout the site?

PASS = YES

Marginal Fail = MOSTLY

FAIL = NO, SOME, MIXED

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Checkpoint assessment summary

WCAG1 priority 1 checkpoints

General checkpoints:

No.	Details	Type of assessment
1.1	Provide a text equivalent for all non-text elements.	Automated & manual
2.1	Ensure that all information conveyed with color is also available without color, for example from context or markup.	Manual
4.1	Clearly identify changes in the natural language of a document's text and any text equivalents (e.g., captions).	Manual
6.1	Organize documents so they may be read without style sheets. For example, when an HTML document is rendered without associated style sheets, it must still be possible to read the document.	Automated & manual
6.2	Ensure that equivalents for dynamic content are updated when the dynamic content changes.	Manual
7.1	Until user agents allow users to control flickering, avoid causing the screen to flicker.	Manual

Checkpoints for if you use images and image maps:

No.	Details	Type of assessment
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No.	Details	Type of assessment
1.2	Provide redundant text links for each active region of a server-side image map.	Manual
9.1	Provide client-side image maps instead of server-side image maps [except where the regions cannot be defined with an available geometric shape].	Manual

Checkpoints for if you use tables:

No.	Details	Type of assessment
5.1	For data tables, identify row and column headers.	Manual
5.2	For data tables that have two or more logical levels of row or column headers, use markup to associate data cells and header cells.	Manual

Checkpoints for if you use frames:

No.	Details	Type of assessment
12.1	Title each frame to facilitate frame identification and navigation	Automated & manual

Checkpoints for if you use applets and scripts:

No.	Details	Type of assessment
6.3	Ensure that pages are usable when scripts, applets, or other programmatic objects are turned off or not supported. If this is not possible, provide equivalent information on an alternative accessible page.	Manual

Checkpoints for if you use multimedia:

No.	Details	Type of assessment
1.3	Until user agents can automatically read aloud the text equivalent of a visual track, provide an auditory description of the important information of the visual track of a multimedia presentation.	Manual

No.	Details	Type of assessment
1.4	For any time-based multimedia presentation (e.g., a movie or animation), synchronize equivalent alternatives (e.g., captions or auditory descriptions of the visual track) with the presentation.	Manual

If all else fails:

No.	Details	Type of assessment
11.4	If, after best efforts, you cannot create an accessible page, provide a link to an alternative page that uses W3C technologies, is accessible, has equivalent information (or functionality), and is updated as often as the inaccessible (original) page.	Manual

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WCAG1 priority 2 checkpoints

General checkpoints:

No.	Details	Type of assessment
2.2	Ensure that foreground and background color combinations provide sufficient contrast when viewed by someone having color deficits or when viewed on a black and white screen. [Priority 2 for images, Priority 3 for text].	Manual
3.1	When an appropriate markup language exists, use markup rather than images to convey information.	Manual
3.2	Create documents that validate to published formal grammars.	Automated & manual
3.2	Use style sheets to control layout and presentation.	Automated & manual
3.4	Use relative rather than absolute units in markup language attribute values and style sheet property values.	Automated & manual
3.5	Use header elements to convey document structure and use them according to specification.	Automated & manual

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No.	Details	Type of assessment
3.6	Mark up lists and list items properly.	Manual
3.7	Mark up quotations. Do not use quotation markup for formatting effects such as indentation.	Manual
6.5	Ensure that dynamic content is accessible or provide an alternative presentation or page.	Manual
7.2	Until user agents allow users to control blinking, avoid causing content to blink (i.e., change presentation at a regular rate, such as turning on and off).	Automated & manual
7.4	Until user agents provide the ability to stop the refresh, do not create periodically auto-refreshing pages.	Automated & manual
7.5	Until user agents provide the ability to stop auto-redirect, do not use markup to redirect pages automatically. Instead, configure the server to perform redirects.	Automated & manual
10.1	Until user agents allow users to turn off spawned windows, do not cause pop-ups or other windows to appear and do not change the current window without informing the user.	Manual
11.1	Use W3C technologies when they are available and appropriate for a task and use the latest versions when supported.	Manual
11.2	Avoid deprecated features of W3C technologies.	Automated & manual
13.1	Clearly identify the target of each link.	Manual
13.2	Provide metadata to add semantic information to pages and sites.	Automated & manual
13.3	Provide information about the general layout of a site (e.g., a site map or table of contents).	Manual
13.4	Use navigation mechanisms in a consistent manner.	Manual

Checkpoints for if you use tables:

No.	Details	Type of assessment
5.3	Do not use tables for layout unless the table makes sense when linearized. Otherwise, if the table does not make sense, provide an alternative equivalent (which may be a linearized version).	Manual
5.4	If a table is used for layout, do not use any structural markup for the purpose of visual formatting.	Manual

Checkpoints for if you use forms:

No.	Details	Type of assessment
10.2	Until user agents support explicit associations between labels and form controls, for all form controls with implicitly associated labels, ensure that the label is properly positioned.	Manual
12.4	Associate labels explicitly with their controls.	Automated & manual

Checkpoints for if you use applets or scripts:

No.	Details	Type of assessment
6.4	For scripts and applets, ensure that event handlers are input device-independent.	Manual
7.3	Until user agents allow users to freeze moving content, avoid movement in pages.	Automated & manual
8.1	Make programmatic elements such as scripts and applets directly accessible or compatible with assistive technologies [Priority 1 if functionality is important and not presented elsewhere, otherwise Priority 2].	Manual
9.2	Ensure that any element that has its own interface can be operated in a device-independent manner.	Manual
9.3	For scripts, specify logical event handlers rather than device-dependent event handlers.	Manual

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