Voluntary Product Accessibility Template® (VPAT®)
Version 2.2 July 2018

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About This Document

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The purpose of the Voluntary Product Accessibility Template, or VPAT™, is to assist Federal contracting officials and other buyers in making preliminary assessments regarding the availability of commercial "Electronic and Information Technology" products and services with features that support accessibility. It is assumed and recommended that offerers will provide additional contact information to facilitate more detailed inquiries.

There are three columns in each table, column one of the each Table describes the success criteria. The second column describes the "Conformance Level", which are described in detail under 'Terms' section below. The third column contains any additional remarks and explanations regarding the product.

Accessibility Conformance Report

VPAT® Version 2.2 – July 2018

Name of Product/Version: Churchill Archive

Date: Dec 27, 2018

Evaluation Methods Used: This report was generated based on tests conducted via a pair testing methodology involving two testers, one of whom was non-sighted and the other sighted. Below is the list of tools, which were used while testing:

- JAWS 18
- NVDA 2018
- VoiceOver
- Color Contrast Analyzer
- Browser Zoom upto 200%

Applicable Standards/Guidelines

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

Standard/Guideline	Included In Report
Web Content Accessibility Guidelines 2.0, at *http://www.w3.org/TR/2008/REC-WCAG20-20081211/*	Level A (**Yes**) Level AA (**Yes**) Level AAA(No)
Revised Section 508 standards as published by the U.S. Access Board in the Federal Register on January 18, 2017 Corrections to the ICT Final Rule as published by the US Access Board in the Federal Register on January 22, 2018	(**Yes**)

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 criterion without known defects or meets with equivalent facilitation.
- **Supports with Exceptions**: Some functionality of the product does not meet the criterion.
- **Does Not Support**: The majority of product functionality does not meet the criterion.
- **Not Applicable**: The criterion is not relevant to the product.
- **Not Evaluated**: The product has not been evaluated against the criterion.

Table 1: Success Criteria, Level A

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	Equivalent alternative text is given for most non-text elements, with the following exceptions: - Archive images do not have alt text - The Churchill Archive logo in the global site header has no alternative text (the screen reader reads it as a URL) - No alternative text is provided for the graphical links available on Collection highlights page.
1.2.1 Audio-only and Video-only (Prerecorded) (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	There are no videos in this product.
1.2.2 Captions (Prerecorded) (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	There are no videos in this product.
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	There is no multimedia in this product.
1.3.1 Info and Relationships (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	On the main content pages, content is correctly tagged to allow screen readers to properly identify the relevant information available in the application, so that visually impaired users are able to perceive the relationships between a particular element and its role easily. However, there are some exceptions: - Screen reader reads all carousel slides on page without selecting them on Homepage. - Selected Topic is not tagged as heading for screen reader user on Classification explorer page. - Summary is not provided for the table on the Explore Topic page. - Screen reader does not read 'Close' button on Download popup. - Screen reader does not read Previous/Next buttons available on Archive Image page. - Teaching and Research > In-depth Guides page: bullet points are not captured as a list for screen reader users - Screen reader reads tables on page as linearized content not as a data table on the Browse the Catalogue page - Main region landmark is not provided on Homepage and Explore page - Meaningful heading is not provided in the beginning of Home/Search Results page for screen reader user which describes the actual purpose of the page. - Heading hierarchy is incorrect on In-Depth guide page.
1.3.2 Meaningful Sequence (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Throughout the website, sequence of content is meaningful and appropriate and does not affect the meaning of given content. Screen reader users can read the content present on page line by line, using up/down arrow keys. Screen readers read each paragraph of an article in the same reading order as visually seen

Criteria	Conformance Level	Remarks and Explanations
		on screen.
1.3.3 Sensory Characteristics (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Website contains very little content which depends upon the size, location, and shapes of an object to convey information to user, and these elements are equally understandable to screen reader users.
1.4.1 Use of Color (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	Wherever color is used to indicate information on a page, such as bullet points, section headings, links, or buttons, the appropriate html tag is provided with an appropriate text label, and the screen reader can identify their correct role. However, there are a couple of instances where information is presented through color alone without textual explanation for screen reader users and color-blind users: - Current state of selected filter link on Explore by People page is shown via color only and not read by screen reader - Validation errors are shown via color only on Registration form.
1.4.2 Audio Control (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	There are no audio files on the website which play automatically as soon as the page is launched.
2.1.1 Keyboard (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	Most of the interactive elements and functionalities are accessible using the keyboard. However, there are instances where motor impaired users and screen reader users are not able to perform actions through keyboard: - Browse Catalogue: keyboard users are unable to access the 'Details' links which are displayed on mouse hover over catalogue numbers (such as 'CHAR 1'), and so are unable to access these detailed descriptions. - Tab focus does not move to pagination links associated with carousel on home page. - Tab focus does not move to Accordion links present on Explore Topic page. - Tab focus does not move to filter links present under Filter and Sort heading on Search results page. - Keyboard focus does not move to the tabs present in the left navigation panel on FAQ's page. Keyboard-only testing has been done on sample pages of every page template, and alternative keyboard have been used to evaluate this criterion.
2.1.2 No Keyboard Trap (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	The keyboard focus does not get trapped anywhere in the website. This criterion was tested manually using keyboard, and observed that focus does not get trapped anywhere in the website using tab, arrow, page up/down keys etc.
2.2.1 Timing Adjustable (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	There is no such activity present in the website, where page time need to be adjusted or extended.
2.2.2 Pause, Stop, Hide (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Does Not Support	There is no mechanism available to pause/stop the dynamic carousel on Home page.
2.3.1 Three Flashes or Below Threshold (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	There are no elements on the website that flash more than 3 times per second.
2.4.1 Bypass Blocks (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Does Not Support	'Skip to Main Content' link is not available on the pages of website, due to which Keyboard-only/Screen reader user cannot jump directly to the beginning of the main section of page in order to skip repetitive content.

Criteria	Conformance Level	Remarks and Explanations
2.4.2 Page Titled (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	All pages have titles, but these could be more descriptive in order to allow screen reader users to understand the purpose of the page more easily: e.g. titles are 'Home', 'About', 'Explore', 'Image Browser' rather than 'Churchill Archive Home', 'About Churchill Archive' etc.
2.4.3 Focus Order (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	In the majority of cases, the focus order moves in the correct sequence. Exceptions include: - Screen reader focus does not shift to popup on selecting Download, Share, Print and Contrast links on Image Browser page. - Screen reader focus does not shift to modal window on selecting Share and Details link associated with Catalogue Series Name on Catalogue page.
2.4.4 Link Purpose (In Context) (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	The majority of links have link text that clarifies the purpose of link. However, there are instances where link text is incorrect. - Incorrect link text is given for Citation and Contrast links on the Image Browser page. - Available links are not identical and meaningful to screen reader user in the Further Reading section of the In-Depth Guides.
3.1.1 Language of Page (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Users are able to identify and understand the language of the page content and HTML Lang <html lang="en"> attribute is present on all web pages.
3.2.1 On Focus (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	No interactive element is triggered automatically on receiving the focus.
3.2.2 On Input (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Change of context does not happen when user changes the setting of any element or controls.
3.3.1 Error Identification (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	Screen reader does not read the error messages automatically on submitting invalid forms on the Register page. However, screen reader users can navigate the page manually in order to read the error message.
3.3.2 Labels or Instructions (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	The site provides support for motor impaired and cognitive users as the labels and instructions are provided for form fields, which are clearly visible and readable to such users. However, there are instances where visually impaired users may find it difficult to understand the purpose of form fields: - No text label is present for search field on Home page. - Checkboxes are not labelled properly for Explore by Topic and Explore by People feature. - 'From' and 'To' Date edit fields are not labelled properly on Search results page. - Screen reader is reading incorrect label for 'Advanced Search' button on the Advanced Search page. - On the Image Browser page, the screen reader reads Previous/Next buttons incorrectly - Edit field is not labelled on citation popup.
4.1.1 Parsing (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	We have validated the website using validator and came across few errors and warnings on code level. However, we have validated the things at UI/Platform level only and we did not observe any discrepancy wherein Assistive technologies are interpreting the content, which is totally irrelevant with the expected output. - Bad value cleartype for attribute http-equiv on element meta. - Bad value image-print:all for attribute media on element link: Expected a letter, hyphen or whitespace but saw : instead. - Bad value /0/carousel-items-area/00/imageBinary/Roosevelt letter.jpg for attribute src on element img: Illegal character in path segment: space is

Criteria	Conformance Level	Remarks and Explanations
		not allowed.
		- CSS: mso-ascii-theme-font: Property mso-ascii-theme-font doesn't exist.
4.1.2 Name, Role, Value (Level A) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	Most of the web elements have proper labels associated with their role and the screen reader recognizes them correctly with updated values. However, there are a few instances in the website, where screen reader does not read the label and role: - Screen reader does not read the selected state of Grid and LIST VIEW on Catalogue page. - Screen reader reads the tabs available on Image Browser page as links and does not read their selected state. - Screen reader does not read the selected state of 'Documents from the Archive' and 'Further Reading' links on In-depth guide page.

Table 2: Success Criteria, Level AA

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	There are no live videos available in the website.
1.2.5 Audio Description (Prerecorded) (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	Churchill Archive does not include any video.
1.4.3 Contrast (Minimum) (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	Color scheme is appropriate and color contrast ratio of almost all interactive elements and text is equal or greater than standard ratio 4.5:1. However, there is an instance where contrast ratio is less than the standard ratio: - Headings on the Teaching and Research page use a pale gray color, which does not meet the standard ratio of 4.5:1 - Some icons and logos disappear in high contrast mode: the Churchill Archive logo, the search icon and the triangular 'expand' icons on the Explore by Topic / Classification Explorer page.
1.4.4 Resize text (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	All elements and content of website are operable and readable when application pages resize up to 200%. Low-vision users can perform all necessary actions.
1.4.5 Images of Text (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Does Not Support	The primary content of the Churchill Archive is facsimile images of historical documents, primarily typewritten or handwritten text. There is detailed cataloguing information provided, including text descriptions and quotations from the documents, but only a small minority of the images have full transcripts. Screen reader users and can therefore not access the full information included in the images, and other visually impaired users may have difficulty accessing the content.
2.4.5 Multiple Ways (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs	Supports	Although there is no Sitemap, users can access all content on the site via multiple routes, including global navigation browses, search and other navigational tools.
2.4.6 Headings and Labels (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Headings and Labels provide sufficient information for understanding the purpose and context of the content. Users can easily perform desired actions on different web elements by reading the label of the respective element. This criterion was tested manually using screen reader on sample pages of each content type.
2.4.7 Focus Visible (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports with Exceptions	Tab focus is clearly visible on almost all of the interactive elements except for those on the Login page ('Institution subscription login', 'School subscription login', 'Library card login', and 'Individual login' buttons). These exception may cause keyboard users to face difficulty in

Criteria	Conformance Level	Remarks and Explanations
		tracking their tab location on screen as focus indicator is not visible.
3.1.2 Language of Parts (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	The content is in the English language only. There are no passages in the content where the language of the part needs to be defined.
3.2.3 Consistent Navigation (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs	Supports	Repeated components occur in the same order on every page of the application, which helps user to predict the location of different web elements on each page.
3.2.4 Consistent Identification (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs	Supports with Exceptions	Elements that have the same functionality across multiple web pages have the same labels or the same name: for example, header links and footer links. The screen reader recognizes such elements consistently throughout the site. However, on Details popup Close button is incorrectly tagged as link.
3.3.3 Error Suggestion (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Error messages are descriptive enough to understand the error and identify the location where the error is occurring. This criterion was validated manually using screen reader.
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) Also applies to: 2017 Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	Churchill Archive does not include forms relating to legal commitments or financial data.

Table 3: Functional Performance Criteria (FPC)

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Supports with Exceptions	Most of the areas in the application are accessible using screen readers, such as JAWS, NVDA and VoiceOver. However, heading structure is not implemented properly due to which visually impaired user are finding difficult to understand the hierarchical structure and relationship of available content on page. There are few other areas in the application, wherein application is not fully supporting the screen readers: - Screen reader does not read the selected state of Grid and LIST VIEW on Catalogue page. - Screen reader reads the tabs available on Image Browser page as link and does not read their selected state. - Screen reader reads tables on page as linearized content not as a data table under Browse the Catalogue. - Main region landmark is not provided on Homepage and Explore page. - No alternative text is provided for the application logo present on Home page. - Alternative text is not provided for the available images on Image browser page.
302.2 With Limited Vision	Supports with Exceptions	Content is easily readable when application pages resize up to 200%. Color scheme is appropriate and color contrast ratio of most of the interactive elements is equal to or greater than standard ratio 4.5:1. The exceptions which do not conform for this criterion are: - Headings on the Teaching and Research page use a pale gray color, which does not meet the standard ratio of 4.5:1 - Some icons and logos disappear in high contrast mode: the Churchill Archive logo, the search icon and the triangular 'expand' icons on the Explore by Topic / Classification Explorer page.
302.3 Without Perception of Color	Supports with Exceptions	Selected state of current selected filter link on Explore by People page is shown via color only and not read by screen reader, making it inaccessible to screen reader user. Also, validation errors are shown via color only on Registration form.
302.4 Without Hearing	Not Applicable	There is no multimedia on the site.

302.5 With Limited Hearing	Not Applicable	There is no multimedia on the site.
302.6 Without Speech	Not Applicable	Speech is not required to complete any task or activity.
302.7 With Limited Manipulation	Supports with Exceptions	User with limited manipulation can use an adaptive keyboard to navigate on page. Android and iOS user can use voice input feature to type in forms, and can also use the Switch Access feature for object navigation. However, there are certain areas where users may find difficulty due to interactive elements lacking tab focus, incorrect focus order and elements are working only with mouse event handlers as mentioned in 2.1.1 and 2.4.3 above.
302.8 With Limited Reach and Strength	Supports with Exceptions	There are instances where it is difficult to access interactive elements using tab key and arrow keys. This is a limitation for keyboard users accessing the elements while navigating in tab sequence. - Tab focus does not move to pagination links associated with carousel on home page. - Tab focus does not move to Accordion links present on Explore Topic page. - Tab focus does not move to filter links present under Filter and Sort heading on Search results page. - Browse Catalogue: keyboard users are unable to access the 'Details' links which are displayed on mouse hover over catalogue numbers (such as 'CHAR 1'), and so are unable to access these detailed descriptions. - Keyboard focus does not move to the tabs present in the left navigation panel on FAQ's page.
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports with Exceptions	Many features of the website provide good support for users with cognitive disabilities for the following reasons: 1. Website does not have any moving text/images/animations which disrupt reading. 2. Website does not have any multimedia which plays automatically and confuses the user. 3. Website does not have any flashing elements. However, users with reading disabilities may have difficulties owing to the length and complexity of documents and paragraphs.

Table 4: Support Documentation and Services

Criteria	Conformance Level	Remarks and Explanations
602 Support Documentation	Heading cell – no response required	Heading cell – no response required
602.2 Accessibility and Compatibility Features	Supports with Exceptions	There is a section available in the website on FAQs page, which describes the information regarding supported browsers compatibility and contains the accessibility statement describing the application support to Level AA conformance. However, this statement could be more informative, covering compatibility with different screen readers and browsers.
602.3 Electronic Support Documentation	Supports with Exceptions	The FAQs section describes the site's features thoroughly. People with visual, motor as well as cognitive disabilities are able to read and understand this information easily. However, there are issues which do not meet the requirements mentioned in **WCAG A and AA** standards as stated in above table.
602.4 Alternate Formats for Non-Electronic Support Documentation	Not Applicable	Since the application provides information through the digital medium and it allows user to access the 'Support Services' feature for further help regarding the digital content and documentation, there is no requirement for alternate formats for non-electronic support documentation.
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Does Not Support	There is no accessibility information/ Support section. Also, there is no customer support number listed on the Contact Us page, for users to request information regarding accessibility and application compatibility features. However, email address and contact form options are available for technical support.
603.3 Accommodation of Communication Needs	Supports with Exceptions	There is a section on Contact us page, which provides the information regarding customer support where user can either contact using e-mail communication or by filling in a contact form. However, there is no specific support services available to meet the requirement of end users with disabilities.