

GrackleDocs Accessibility Conformance Report WCAG Edition

(Based on VPAT® Version 2.5)

Name of Product/Version:

Grackle Workspace

Report Date:

May 3, 2024

Product Description:

Add-on to make output from Google Docs, Slides and Sheets accessible.

Contact Information:

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Notes:

N/A

Evaluation Methods Used:

GrackleDocs uses industry-standard tools and methodology (e.g., WCAG-EM) in testing accessibility compliance.

Our process is as follows:

- GrackleDocs selects screens that represent the overall accessibility and functionality of the product.
- We then triage these pages which involves the audit team leader reviewing each page at a high level to determine accessibility issues that reoccur throughout the pages. Triage will also highlight all colour combinations from the pages which do not meet the WCAG standard.
- GrackleDocs audit team accessibility testers will then manually audit all screens against the WCAG Success Criteria, followed by cross-checking every screen to confirm the audit results.
- Lastly, the GrackleDocs audit team lead will review the findings to ensure that the results and comments presented are valid, accurate, and comprehensive.

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 2.1	Level A - Yes Level AA - Yes Level AAA - No

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.
- **Partially Supports:** 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. This can only be used in WCAG Level AAA criteria.

WCAG 2.x Report

Note: When reporting on conformance with the WCAG 2.x Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the [WCAG 2.0 Conformance Requirements](#).

Table 1: Success Criteria, Level A

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A)	Partially Supports	Slides Document structure: The chevrons that expand and contract content are empty buttons
1.2.1 Audio-only and Video-only (Prerecorded) (Level A)	Not Applicable	
1.2.2 Captions (Prerecorded) (Level A)	Not Applicable	
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)	Not Applicable	
1.3.1 Info and Relationships (Level A)	Partially Supports	Slides/Sheets Document structure, Sheets Accessibility Check: Headings are styled so they visually appear as headings however they are not programmatically defined. Sheets Accessibility Check: Checkboxes that are displayed within the "Tables" summary are missing labels.
1.3.2 Meaningful Sequence (Level A)	Supports	
1.3.3 Sensory Characteristics (Level A)	Partially Supports	Docs/Slides/Sheets Document Structure: Items that fail are marked by background colour alone.
1.4.1 Use of Color (Level A)	Supports	Docs/Slides/Sheets Document Structure: While items that fail are marked by background colour alone, they meet this criterion due to having a contrast ratio of at least 3:1
1.4.2 Audio Control (Level A)	Not Applicable	
2.1.1 Keyboard (Level A)	Partially Supports	Docs Document Structure: There is no keyboard access to the dropdown chevron.
2.1.2 No Keyboard Trap (Level A)	Supports	
2.1.4 Character Key Shortcuts (Level A 2.1 and 2.2)	Supports	
2.2.1 Timing Adjustable (Level A)	Not Applicable	
2.2.2 Pause, Stop, Hide (Level A)	Not Applicable	
2.3.1 Three Flashes or Below Threshold (Level A)	Not Applicable	

Criteria	Conformance Level	Remarks and Explanations
2.4.1 Bypass Blocks (Level A)	Supports	
2.4.2 Page Titled (Level A)	Supports	
2.4.3 Focus Order (Level A)	Supports	
2.4.4 Link Purpose (In Context) (Level A)	Supports	
2.5.1 Pointer Gestures (Level A 2.1 and 2.2)	Supports	
2.5.2 Pointer Cancellation (Level A 2.1 and 2.2)	Supports	
2.5.3 Label in Name (Level A 2.1 and 2.2)	Supports	
2.5.4 Motion Actuation (Level A 2.1 and 2.2)	Not Applicable	
3.1.1 Language of Page (Level A)	Supports	
3.2.1 On Focus (Level A)	Supports	
3.2.2 On Input (Level A)	Not Applicable	
3.3.1 Error Identification (Level A)	Not Applicable	
3.3.2 Labels or Instructions (Level A)	Partially Supports	Sheets Accessibility Check: Checkboxes that are displayed within the "Tables" summary are missing labels.
4.1.1 Parsing (Level A) WCAG 2.0 and 2.1 – Always answer ‘Supports’ WCAG 2.2 (obsolete and removed) - Does not apply	Supports	For WCAG 2.0 and 2.1, the September 2023 errata update indicates this criterion is always supported. See the WCAG 2.0 Editorial Errata and the WCAG 2.1 Editorial Errata .
4.1.2 Name, Role, Value (Level A)	Partially Supports	Docs/Slides/Sheets Document Structure: Not all expandable and collapsable regions are identified nor their expanded and collapsed state announced through assistive technology.

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA)	Not Applicable	
1.2.5 Audio Description (Prerecorded) (Level AA)	Not Applicable	
1.3.4 Orientation (Level AA 2.1 and 2.2)	Supports	
1.3.5 Identify Input Purpose (Level AA 2.1 and 2.2)	Not Applicable	
1.4.3 Contrast (Minimum) (Level AA)	Partially Supports	Docs/Slides/Sheets Accessibility Check: Warning number text is 3:1, which is acceptable for large text however this number is regular sized. Docs Document Properties: Text inside of "Update" button
1.4.4 Resize text (Level AA)	Partially Supports	Docs Document Properties: When zoomed to 200% half of the modal is cut off.
1.4.5 Images of Text (Level AA)	Supports	
1.4.10 Reflow (Level AA 2.1 and 2.2)	Does Not Support	All screens: At 400% zoom it is not possible to see any of the content within the modal
1.4.11 Non-text Contrast (Level AA 2.1 and 2.2)	Partially Supports	Docs Accessibility Check: Focus indicator for Export to PDF button does not have 3:1 contrast ratio. Docs Document Structure: Focus indicator for Locate and Refresh buttons as well as the change for the input field border colour indicating focus do not have 3:1 contrast ratio. Docs Document Properties: Focus indicator for cancel button as well as the change for the input field and checkbox borders indicating focus do not have 3:1 contrast ratio.
1.4.12 Text Spacing (Level AA 2.1 and 2.2)	Supports	
1.4.13 Content on Hover or Focus (Level AA 2.1 and 2.2)	Supports	
2.4.5 Multiple Ways (Level AA)	Supports	

Criteria	Conformance Level	Remarks and Explanations
2.4.6 Headings and Labels (Level AA)	Supports	
2.4.7 Focus Visible (Level AA)	Supports	
3.1.2 Language of Parts (Level AA)	Not Applicable	
3.2.3 Consistent Navigation (Level AA)	Supports	
3.2.4 Consistent Identification (Level AA)	Supports	
3.3.3 Error Suggestion (Level AA)	Supports	
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)	Supports	
4.1.3 Status Messages (Level AA 2.1 and 2.2)	Supports	

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