



Standard 25

Accessibility of Tables

Overview

“Tables are accompanied by a title and summary description.”

This standard is about the use of tables to represent information in course documents and in online course design in Blackboard.

Practices

1. Layout or simple tables need a title which describes the table clearly.
2. Complex tables, particularly data charts, should be accompanied by a title/caption and summary description to guide non-sighted learners using screen readers prior to accessing the data in the table. A summary description should be represented in a paragraph, highlighting key takeaways from the data.
3. There is an order you should follow: title of the table, concise description, and then the table. The description should include the word “table” to indicate what will follow.
4. Data charts also fall under this standard and require a title and descriptive paragraph.

Example

Example 1

Adding a caption that summarizes the table's purpose is one example of a practice in accessible table design. For example, a table showing fictional data for contaminant B found in soil samples can be represented as follows:

Average Weight of Contaminant B in Soil Samples in 2023

The table provides information about the presence of Contaminant B (in grams) in the soil samples collected in January, October, and November of 2023.

Date	Contaminant B (grams)
1/9/2023	1.007
10/27/2023	1.056
11/15/2023	1.107

Additional Resources

- [Accessible Tables Tutorial](#) (from W3C)
- [Tables](#) (Yale University)
- [WebAim Tables](#)
- [OSCQR Standard 25](#)
- [Screen reader demo of a table](#)



Visit <https://www.ccri.edu/onlinefaculty> to learn more about OSCQR rubric and sign up to participate in a course review.

This standard aligns with the following federal guidelines:



This standard supports **ADA** accessibility guidelines and **Sections 504 and 508**. Accessible table design allows screen reader users equal access to information. Titles, captions, and summaries provide context for the data tables. Text descriptions and summaries present alternative formats for representing information for tables, charts, and other visual elements. Alternative representation benefits all learners and not only those who rely on assistive technologies.