

Collaboratory Accessibility Conformance Report

WCAG Edition

(Based on VPAT® Version 2.5)

Name of Product/Version: Collaboratory Release Version 1.0

Report Date: February, 2025

Product Description: Collaboratory empowers higher education institutions to document and understand the full scope of their community engagement and public service activities to improve practice. It provides data that develops the story of an institution's meaningful contributions to the health and vibrancy of communities and builds acceptance of community engagement and public service as integral to institutional mission and culture.

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Notes:

Evaluation Methods Used: The evaluation of Collaboratory Release Version was conducted using automated tools (Axe, WAVE, Lighthouse), screen readers (JAWS, NVDA), and a WCAG 2.1/2.2 checklist (Levels A and AA). Testing was performed across multiple browsers (Chrome,

Firefox, Safari, Edge) and platforms (Windows, macOS, iOS, Android) to ensure accessibility and conformance with standards.

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 | Level A (Yes) Level AA (Yes) Level AAA (No) |
| Web Content Accessibility Guidelines 2.1 | Level A (Yes) Level AA (Yes) Level AAA (No) |
| Web Content Accessibility Guidelines 2.2 | 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

The following document reports on the WCAG 2.0, 2.1, and 2.2 success criteria (Levels A and AA). This report assesses product conformance based on the accessibility guidelines for web content, considering full pages, complete processes, and accessible ways of using the technology, as documented in the [WCAG 2.0 Conformance Requirements](#).

Table 1: Success Criteria, Level A

Notes:

| Criteria | Conformance Level | Remarks and Explanations |
|---|-----------------------|---|
| <p>1.1.1 Non-text Content (Level A) All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below.</p> <ul style="list-style-type: none"> • Controls, Input - If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to Success Criterion 4.1.2 for additional requirements for controls and content that accepts user input.) • Time-Based Media - If non-text content is time-based media, then text alternatives at least provide descriptive identification of the non-text content. (Refer to Guideline 1.2 for additional requirements for media.) • Test - If non-text content is a test or exercise that would be invalid if presented in text, then text alternatives at least provide descriptive identification of the non-text content. • Sensory - If non-text content is primarily intended to create a specific sensory experience, then text alternatives at least provide descriptive identification of the non-text content. • CAPTCHA - If the purpose of non-text content is to confirm that content is being accessed by a person rather than a computer, then text alternatives that identify and describe the purpose of the non-text content are provided, and alternative forms of CAPTCHA using output modes for different types of sensory perception are provided to accommodate different disabilities. • Decoration, Formatting, Invisible - If non-text content is pure decoration, is used only for visual formatting, or is not presented to users, then it is implemented in a way that it can be ignored • by assistive technology. | <p>Supports</p> | |
| <p>1.2.1 Audio-only and Video-only (Prerecorded) (Level A) For prerecorded audio-only and prerecorded video-only media, the following</p> | <p>Not Applicable</p> | <p>There is no audio-only or video-only content on the Collaboratory Website.</p> |

| Criteria | Conformance Level | Remarks and Explanations |
|---|-------------------|---|
| <p>are true, except when the audio or video is a media alternative for text and is clearly labeled as such:</p> <ul style="list-style-type: none"> • Prerecorded Audio-only - An alternative for time-based media is provided that presents equivalent information for prerecorded audio-only content. • Prerecorded Video-only - Either an alternative for time-based media or an audio track is provided that presents equivalent information for prerecorded video-only content. | | |
| <p>1.2.2 Captions (Prerecorded) (Level A) Captions are provided for all prerecorded audio content in synchronized media, except when the media is a media alternative for text and is clearly labeled as such.</p> | Not applicable | There is no prerecorded audio on the Collaboratory Website. |
| <p>1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) An alternative for time-based media or audio description of the prerecorded video content is provided for synchronized media, except when the media is a media alternative for text and is clearly labeled as such.</p> | Not applicable | There is no time-based media in the Collaboratory Website. |
| <p>1.3.1 Info and Relationships (Level A) Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text.</p> | Supports | |
| <p>1.3.2 Meaningful Sequence (Level A) When the sequence in which content is presented affects its meaning, a correct reading sequence can be programmatically determined.</p> | Supports | |
| <p>1.3.3 Sensory Characteristics (Level A) Instructions provided for understanding and operating content do not rely solely on sensory characteristics of components such as shape, color, size, visual location, orientation, or sound. NOTE: For requirements related to color, refer to Guideline 1.4.</p> | Supports | |
| <p>1.4.1 Use of Color (Level A) Color is not used as the only visual means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.</p> | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
|---|-------------------|---|
| <p>NOTE: This success criterion addresses color perception specifically. Other forms of perception are covered in Guideline 1.3, including programmatic access to color and other visual presentation coding.</p> | | |
| <p>1.4.2 Audio Control (Level A) If any audio on a Web page plays automatically for more than 3 seconds, either a mechanism is available to pause or stop the audio, or a mechanism is available to control audio volume independently from the overall system volume level. NOTE: Since any content that does not meet this success criterion can interfere with a user's ability to use the whole page, all content on the Web page (whether or not it is used to meet other success criteria) must meet this success criterion. See Conformance Requirement 5: Non-Interference.</p> | Not applicable | There is no audio that auto-plays on the Collaboratory website. |
| <p>2.1.1 Keyboard (Level A) All functionality of the content is operable through a keyboard interface without requiring specific timings for individual keystrokes, except where the underlying function requires input that depends on the path of the user's movement and not just the endpoints. NOTE: This exception relates to the underlying function, not the input technique. For example, if using handwriting to enter text, the input technique (handwriting) requires path-dependent input, but the underlying function (text input) does not. NOTE: This does not forbid and should not discourage providing mouse input or other input methods in addition to keyboard operation.</p> | Supports | |
| <p>2.1.2 No Keyboard Trap (Level A) If keyboard focus can be moved to a component of the page using a keyboard interface, then focus can be moved away from that component using only a keyboard interface, and, if it requires more than unmodified arrow or tab keys or other standard exit methods, the user is advised of the method for moving focus away. NOTE: Since any content that does not meet this success criterion can interfere with a user's ability to use the whole page, all content on the Web page (whether it is used to meet other success criteria or not) must meet this success criterion. See Conformance Requirement 5: Non-Interference.</p> | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
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| <p>2.1.4 Character Key Shortcuts (Level A 2.1 and 2.2)</p> <p>If a keyboard shortcut is implemented in content using only letter (including upper- and lower-case letters), punctuation, number, or symbol characters, then at least one of the following is true:</p> <ul style="list-style-type: none"> • Turn off - A mechanism is available to turn the shortcut off; • Remap - A mechanism is available to remap the shortcut to include one or more non-printable keyboard keys (e.g., Ctrl, Alt); • Active only on focus - The keyboard shortcut for a user interface component is only active when that component has focus. | Not applicable | There are no shortcuts on the Collaboratory website. |
| <p>2.2.1 Timing Adjustable (Level A)</p> <p>If a keyboard shortcut is implemented in content using only letter (including upper- and lower-case letters), punctuation, number, or symbol characters. At least one of the following is true:</p> <ul style="list-style-type: none"> • Turn off - A mechanism is available to turn the shortcut off. • Remap - A mechanism is available to remap the shortcut to use one or more non-printable keyboard characters (e.g., Ctrl, Alt, etc.). • Active only on focus - The keyboard shortcut for a user interface component is only active when that component has focus. | Not applicable | There is no content with adjustable timing on the Collaboratory website. |
| <p>2.2.2 Pause, Stop, Hide (Level A)</p> <p>For each time limit that is set by the content, at least one of the following is true:</p> <ul style="list-style-type: none"> • Turn off - The user is allowed to turn off the time limit before encountering it; or • Adjust - The user is allowed to adjust the time limit before encountering it over a wide range that is at least ten times the length of the default setting; or • Extend - The user is warned before time expires and given at least 20 seconds to extend the time limit with a simple action (for example, "press the space bar"), and the user is allowed to extend the time limit at least ten times; or | Partial supports | <p>Most functionality of the Collaboratory website can conform to this criterion. Exceptions include the following:</p> <ul style="list-style-type: none"> • On the Portal Home page, there are no means to stop or pause the carousel on the page. • On the Activities – List there is auto-playing animation which has no means to stop or pause the animation on that page. |

| Criteria | Conformance Level | Remarks and Explanations |
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| <ul style="list-style-type: none"> • Real-time Exception - The time limit is a required part of a real-time event (for example, an auction), and no alternative to the time limit is possible; or • Essential Exception - The time limit is essential and extending it would invalidate the activity; or • 20 Hour Exception - The time limit is longer than 20 hours. <p>NOTE: This success criterion helps ensure that users can complete tasks without unexpected changes in content or context that are a result of a time limit. This success criterion should be considered in conjunction with Success Criterion 3.2.1, which puts limits on changes of content or context as a result of user action.</p> | | |
| <p>2.3.1 Three Flashes or Below Threshold (Level A) Web pages do not contain anything that flashes more than three times in any one second period, or the flash is below the general flash and red flash thresholds.</p> <p>NOTE: Since any content that does not meet this success criterion can interfere with a user's ability to use the whole page, all content on the Web page (whether it is used to meet other success criteria or not) must meet this success criterion. See Conformance Requirement 5: Non-Interference.</p> | Not applicable | There is not content that flashes in the Collaboratory website. |
| <p>2.4.1 Bypass Blocks (Level A) A mechanism is available to bypass blocks of content that are repeated on multiple Web pages.</p> | Supports | |
| <p>2.4.2 Page Titled (Level A) Web pages have titles that describe topic or purpose.</p> | Supports | |
| <p>2.4.3 Focus Order (Level A) If a Web page can be navigated sequentially and the navigation sequences affect meaning or operation, focusable components receive focus in an order that preserves meaning and operability.</p> | Supports | |
| <p>2.4.4 Link Purpose (In Context) (Level A) The purpose of each link can be determined from the link text alone or from the link text together with its programmatically determined link context, except where the purpose of the link would be ambiguous to users in general.</p> | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
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| <p>2.5.1 Pointer Gestures (Level A 2.1 and 2.2) All functionality that uses multipoint or path-based gestures for operation can be operated with a single pointer without a path-based gesture, unless a multipoint or path-based gesture is essential.</p> | Not applicable | Not evaluated as part of WCAG 2.0 Level AA conformance. |
| <p>2.5.2 Pointer Cancellation (Level A 2.1 and 2.2) For functionality that can be operated using a single pointer, at least one of the following is true:</p> <ul style="list-style-type: none"> • No Down-Event - The down-event of the pointer is not used to execute any part of the function; • Abort or Undo - Completion of the function is on the up-event, and a mechanism is available to abort the function before completion or to undo the function after completion; • Up Reversal - The up-event reverses any outcome of the preceding down-event; • Essential - Completing the function on the down-event is essential. | Not applicable | Not evaluated as part of WCAG 2.0 Level AA conformance |
| <p>2.5.3 Label in Name (Level A 2.1 and 2.2) For user interface components with labels that include text or images of text, the name contains the text that is presented visually.</p> | Not applicable | Not evaluated as part of WCAG 2.0 Level AA conformance |
| <p>2.5.4 Motion Actuation (Level A 2.1 and 2.2) Functionality that can be operated by device motion or user motion can also be operated by user interface components and responding to the motion can be disabled to prevent accidental actuation, except when:</p> <ul style="list-style-type: none"> • Supported Interface - The motion is used to operate functionality through an accessibility supported interface; • Essential - The motion is essential for the function and doing so would invalidate the activity. | Not applicable | Not evaluated as part of WCAG 2.0 Level AA conformance |
| <p>3.1.1 Language of Page (Level A) The default human language of each Web page can be programmatically determined.</p> | Supports | |
| <p>3.2.1 On Focus (Level A) When any user interface component receives focus, it does not initiate a change of context.</p> | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
|---|-------------------|--|
| <p>3.2.2 On Input (Level A) Changing the setting of any user interface component does not automatically cause a change of context unless the user has been advised of the behavior before using the component.</p> | Supports | |
| <p>3.2.6 Consistent Help (Level A 2.2 only) If a web page contains any of the following help mechanisms, and those mechanisms are repeated on multiple web pages within a set of web pages, they occur in the same order relative to other page content, unless a change is initiated by the user:</p> <ul style="list-style-type: none"> • Human contact details; • Human contact mechanism; • Self-help option; • A fully automated contact mechanism. | Supports | |
| <p>3.3.1 Error Identification (Level A) If an input error is automatically detected, the item that is in error is identified and the error is described to the user in text.</p> | Supports | |
| <p>3.3.2 Labels or Instructions (Level A) Labels or instructions are provided when content requires user input.</p> | Supports | |
| <p>3.3.7 Redundant Entry (Level A 2.2 only) Information previously entered by or provided to the user that is required to be entered again in the same process is either:</p> <ul style="list-style-type: none"> • auto-populated, or • available for the user to select. <p>Except when:</p> <ul style="list-style-type: none"> • re-entering the information is essential, • the information is required to ensure the security of the content, or • previously entered information is no longer valid. | Not applicable | There is no auto-populate mechanism. |
| <p>4.1.1 Parsing (Level A) In content implemented using markup languages, elements have complete start and end tags, elements are nested according to their specifications, elements do not contain duplicate attributes, and any IDs are unique, except where the specifications allow these features.</p> | 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 . |

| Criteria | Conformance Level | Remarks and Explanations |
|---|-------------------|--------------------------|
| WCAG 2.0 and 2.1 – Always answer ‘Supports’ WCAG 2.2 (obsolete and removed) - Does not apply | | |
| 4.1.2 Name, Role, Value (Level A) For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. | Supports | |

Table 2: Success Criteria, Level AA

Notes:

| Criteria | Conformance Level | Remarks and Explanations |
|---|-------------------|---|
| 1.2.4 Captions (Live) (Level AA) Captions are provided for all live audio content in synchronized media. | Not applicable | There is no live audio on the Collaboratory website. |
| 1.2.5 Audio Description (Prerecorded) (Level AA) Audio description is provided for all prerecorded video content in synchronized media. | Not applicable | There is no prerecorded video on the Collaboratory website. |
| 1.3.4 Orientation (Level AA 2.1 and 2.2) Content does not restrict its view and operation to a single display orientation, such as portrait or landscape, unless a specific display orientation is essential. | Supports | |
| 1.3.5 Identify Input Purpose (Level AA 2.1 and 2.2) The purpose of each input field collecting information about the user can be programmatically determined when: <ul style="list-style-type: none"> The input field serves a purpose identified in the Input Purposes for user interface components section; and The content is implemented using technologies with support for identifying the expected meaning for form input data. | Not applicable | There is no special functionality associated to the inputs. |
| 1.4.3 Contrast (Minimum) (Level AA) Except for captions and images of text, text can be resized without assistive technology up to 200 percent without loss of content or functionality. | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
|--|-------------------|--------------------------|
| <p>1.4.4 Resize text (Level AA) Except for captions and images of text, text can be resized without assistive technology up to 200 percent without loss of content or functionality.</p> | Supports | |
| <p>1.4.5 Images of Text (Level AA) If the technologies being used can achieve the visual presentation, text is used to convey information rather than images of text except for the following:</p> <ul style="list-style-type: none"> • Customizable - The image of text can be visually customized to the user's requirements; • Essential - A particular presentation of text is essential to the information being conveyed. | Supports | |
| <p>1.4.10 Reflow (Level AA 2.1 and 2.2) Content can be presented without loss of information or functionality, and without requiring scrolling in two dimensions for:</p> <ul style="list-style-type: none"> • Vertical scrolling content at a width equivalent to 320 CSS pixels; • Horizontal scrolling content at a height equivalent to 256 CSS pixels. <p>Except for parts of the content which require two-dimensional layout for usage or meaning.</p> | Supports | |
| <p>1.4.11 Non-text Contrast (Level AA 2.1 and 2.2) The visual presentation of the following have a contrast ratio of at least 3:1 against adjacent color(s):</p> <ul style="list-style-type: none"> • User Interface Components - Visual information required to identify user interface components and states, except for inactive components or where the appearance of the component is determined by the user agent and not modified by the author; • Graphical Objects - Parts of graphics required to understand the content, except when a particular presentation of graphics is essential to the information being conveyed. | Supports | |
| <p>1.4.12 Text Spacing (Level AA 2.1 and 2.2) In content implemented using markup languages that support the following text style properties, no loss of content or functionality occurs by setting all of the following and by changing no other style property:</p> <ul style="list-style-type: none"> • Line height (line spacing) to at least 1.5 times the font size; | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
|--|-------------------|--|
| <ul style="list-style-type: none"> Spacing following paragraphs to at least 2 times the font size; Letter spacing (tracking) to at least 0.12 times the font size; Word spacing to at least 0.16 times the font size. <p>Exception: Human languages and scripts that do not make use of one or more of these text style properties in written text can conform using only the properties that exist for that combination of language and script.</p> | | |
| <p>1.4.13 Content on Hover or Focus (Level AA 2.1 and 2.2)</p> <p>Where receiving and then removing pointer hover or keyboard focus triggers additional content to become visible and then hidden, the following are true:</p> <ul style="list-style-type: none"> Dismissible - A mechanism is available to dismiss the additional content without moving pointer hover or keyboard focus, unless the additional content communicates an input error or does not obscure or replace other content; Hoverable - If pointer hover can trigger the additional content, then the pointer can be moved over the additional content without the additional content disappearing; Persistent - The additional content remains visible until the hover or focus trigger is removed, the user dismisses it, or its information is no longer valid. <p>Exception: The visual presentation of the additional content is controlled by the user agent and is not modified by the author.</p> | Does Not Support | Not evaluated as part of WCAG 2.0 Level AA conformance |
| <p>2.4.5 Multiple Ways (Level AA)</p> <p>More than one way is available to locate a Web page within a set of Web pages except where the Web Page is the result of, or a step in, a process.</p> | Does Not Support | Missing sitemap |
| <p>2.4.6 Headings and Labels (Level AA)</p> <p>Headings and labels describe topic or purpose.</p> | Supports | |
| <p>2.4.7 Focus Visible (Level AA)</p> <p>Any keyboard operable user interface has a mode of operation where the keyboard focus indicator is visible.</p> | Supports | |
| <p>2.4.11 Focus Not Obscured (Minimum) (Level AA 2.2 only)</p> <p>When a user interface component receives keyboard focus, the component is not entirely hidden due to author-created content.</p> | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
|---|-------------------|--------------------------|
| <p>2.5.7 Dragging Movements (Level AA 2.2 only) All functionality that uses a dragging movement for operation can be achieved by a single pointer without dragging, unless dragging is essential or the functionality is determined by the user agent and not modified by the author.</p> | Supports | |
| <p>2.5.8 Target Size (Minimum) (Level AA 2.2 only) The size of the target for pointer inputs is at least 24 by 24 CSS pixels, except when:</p> <ul style="list-style-type: none"> • Spacing - Undersized targets (those less than 24 by 24 CSS pixels) are positioned so that if a 24 CSS pixel diameter circle is centered on the bounding box of each, the circles do not intersect another target or the circle for another undersized target; • Equivalent - The function can be achieved through a different control on the same page that meets this criterion; • Inline - The target is in a sentence or its size is otherwise constrained by the line-height of non-target text; • User Agent Control - The size of the target is determined by the user agent and is not modified by the author; • Essential - A particular presentation of the target is essential or is legally required for the information being conveyed. | Supports | |
| <p>3.1.2 Language of Parts (Level AA) The human language of each passage or phrase in the content can be programmatically determined except for proper names, technical terms, words of indeterminate language, and words or phrases that have become part of the vernacular of the immediately surrounding text.</p> | Supports | |
| <p>3.2.3 Consistent Navigation (Level AA) Navigational mechanisms that are repeated on multiple web pages within a set of web pages occur in the same relative order each time they are repeated, unless a change is initiated by the user.</p> | Supports | |
| <p>3.2.4 Consistent Identification (Level AA) Components that have the same functionality within a set of web pages are identified consistently.</p> | Supports | |
| <p>3.3.3 Error Suggestion (Level AA)</p> | Supports | |

| Criteria | Conformance Level | Remarks and Explanations |
|--|-------------------|--------------------------|
| <p>If an input error is automatically detected and suggestions for correction are known, then the suggestions are provided to the user, unless it would jeopardize the security or purpose of the content.</p> | | |
| <p>3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)</p> <p>For web pages that cause legal commitments or financial transactions for the user to occur, that modify or delete user-controllable data in data storage systems, or that submit user test responses, at least one of the following is true:</p> <ul style="list-style-type: none"> • Reversible - Submissions are reversible. • Checked - Data entered by the user is checked for input errors and the user is provided an opportunity to correct them. • Confirmed - A mechanism is available for reviewing, confirming, and correcting information before finalizing the submission. | Supports | |
| <p>3.3.8 Accessible Authentication (Minimum) (Level AA 2.2 only)</p> <p>A cognitive function test (such as remembering a password or solving a puzzle) is not required for any step in an authentication process unless that step provides at least one of the following:</p> <ul style="list-style-type: none"> • Alternative - Another authentication method that does not rely on a cognitive function test. • Mechanism - A mechanism is available to assist the user in completing the cognitive function test. • Object Recognition - The cognitive function test is to recognize objects. • Personal Content - The cognitive function test is to identify non-text content the user provided to the website. | Supports | |
| <p>4.1.3 Status Messages (Level AA 2.1 and 2.2)</p> <p>In content implemented using markup languages, status messages can be programmatically determined through role or properties such that they can be presented to the user by assistive technologies without receiving focus.</p> | Supports | |

Table 3: Success Criteria, Level AAA

Notes: Level AAA success criterions are not within the scope of this conformance evaluation.

Legal Disclaimer (Company)

This Accessibility Conformance Report (ACR) is provided for informational purposes only and does not constitute a guarantee of full accessibility or ongoing compliance with WCAG 2.0, 2.1, or 2.2 guidelines. While reasonable efforts have been made to evaluate the accessibility of **Collaboratory Release Version 1.0** using automated abilities, screen readers, and manual testing, accessibility may vary depending on the user's environment, device configurations, and future updates to the product.

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