

Topic 5: Forms

How to Test 5.A Forms Label Provided

1. Determine if each form field provides visual labels or instructions.

If the following is **TRUE**, then the content **PASSES**:

1. Visual labels or instructions are provided for each form element.

How to Test 5.B Forms Descriptive Label

1. Review the visual labels and/or instructions provided for each form component/control.
2. Determine whether labels and/or instructions for form components sufficiently describe the purpose and applicable data requirements (date formats, required fields, data type, etc.).

If both of the following are **TRUE**, then the content **PASSES**:

1. Each visual form label is sufficiently clear and descriptive, so users know what input data is expected, **AND**
2. Each visual button label is sufficiently clear and descriptive, so users know its function.

How to Test 5.C Forms Programmatic Label

1. Launch **ANDI: Focusable Elements** (this is the default selection).
2. Use the mouse or ANDI's next/previous element buttons to highlight each focusable form element and review the ANDI output.
3. Review the **ANDI Output** for each focusable form field.
4. If the **ANDI Output** does not adequately define the form element, review other programmatic associations, such as table headings or location in a hierarchical list structure, to determine whether they provide or contribute to the form component's description, cues, or instructions.
 1. In cases where the purpose of the form element is intentionally vague or ambiguous (e.g., the content to be revealed after selecting a link to "Door 1," "Door 2," or "Door 3" is intended to be a surprise), it may be sufficient for the combination of form element text, accessible name, accessible

description, and/or form element context to refer to its purpose vaguely or ambiguously.

If any of the following is **TRUE**, then the content **PASSES**:

1. The **ANDI Output** includes all relevant instructions and cues for the form element, including when fields are required, **OR**
2. Descriptive labels and cues are provided by other programmatic associations (for example, table column and/or row associations), **OR**
3. A combination of **ANDI Output AND** other programmatic association includes all relevant instructions and cues, **OR**
4. The combination of the programmatically determined form element context and the **ANDI Output** provide adequate description of its purpose.

How to Test 5.D Forms On Input

1. Use the keyboard to navigate to form elements, e.g. text fields, radio buttons, checkboxes, buttons.
2. Complete the form element, e.g., select the radio button or check box, type information into the text box, select an item from the drop down.
3. Exit (tab away from) the completed form element and determine whether there are any instances of an unexpected change of context.
4. Changes in context include changes of: user agent, viewport, focus, content that changes the meaning of the page, e.g., a form is automatically submitted when exiting a field, a new window is launched when a radio button is selected.
 - a. Note: A change is not considered unexpected if:
 - i. The user is notified that a change of context is about to occur.
 - ii. The control is clearly intended to initiate a change in context when activated.

If the following is **TRUE**, then the Test Condition is **TRUE** and the content **PASSES**:

1. Changing the value of a form element does not initiate an unexpected context change.

How to Test 5.E Forms Change Notification

1. Continue from Test 5.D.
2. If necessary, repeat the interactions that trigger changes to content of the page (instructions changed, error notification, content removed, content is added, button name, etc.).
3. Identify how the user is notified of the change in content.
 - a. Determine whether the form element that triggers the change has an accessible name, accessible description and/or context that provides sufficient description of the interface component's purpose.
 - i. If content changes are the direct result of a user's action while interacting with content AND the interface component that triggers the change provides sufficient description of the change, then no additional programmatic event notification is necessary.
 - b. Identify any dialogs that alert the user to changes in content.
 - i. Determine whether the dialogs provide sufficient programmatic notification of content changes.
 - c. Identify any dialogs that alert the user to changes in content.
 - i. Determine whether the dialogs provide sufficient programmatic notification of content changes.
 - d. Identify content changes occurring in an ARIA Live Region:
 - i. Identify content changes occurring in an ARIA Live Region:
 - ii. Click the "live regions" link, then use the mouse to hover over any identified live region (alternatively, use ANDI's previous/next element buttons to navigate to identified Live Regions).
 - iii. Determine whether the changing content is contained within the Live Region.

If any of the following is **TRUE**, then the content **PASSES**:

1. The user's action directly results in the change in content, AND the interface component that triggered the change provided sufficient description about the change event, **OR**
2. The page notifies the user about a change via a keyboard-accessible dialog, **OR**
3. The page moves focus to the content that has changed, AND the content that has changed provides sufficient description about the change, **OR**
4. The content that has changed is contained in an ARIA Live Region.

How to Test 5.F Forms Error Identification

1. Intentionally violate formatting and other form instructions, e.g., leave a required form field empty, use a different date format than is required, and/or create a password that does not meet the password strength requirements.
2. Attempt to submit the form and/or move to the next page.
3. Determine whether the error is identified and described in text.
 - a. The form field with the error is identified in text, e.g. “Error: Password field.”
 - b. Text describes the error, e.g., in a dialog message that states, “the Password you entered is incorrect.”

If the following is **TRUE**, then the content **PASSES**:

1. The item that is in error is identified in text and sufficiently described to the user in text.

How to Test 5.G Forms Error Suggestion

1. Continue from Test 5.F.
2. Determine whether guidance provides sufficient details for how to correct the error and/or offers suggestions of corrected input.

If ANY of the following is **TRUE**, then the content **PASSES**:

1. Suggestions for corrected input are provided, **OR**
2. The description contains adequate information for the user to know what is required to fix the error.

How to Test 5.H Forms Error Prevention

1. Complete the required form fields with intentional errors and submit the content.

If any of the following is **TRUE**, the content **PASSES**:

1. The user can reverse the submission, **OR**

2. The user is presented with an option to review, confirm, and correct information before finalizing the submission, **OR**
3. The page checks data for input errors and allows the user an opportunity to correct any errors.