Springshare Accessibility Conformance Report International Edition

(Based on VPAT[®] Version 2.4)

Name of Product/Version: LibCal

Report Date: May 4, 2020

Product Description: Web Application for event management, space and equipment reservations, and personal meeting scheduler.

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Notes:

Evaluation Methods Used: Knowledge of the product; SiteImprove, VoiceOver, ChromeVox; Browser developer tools

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)

"Voluntary Product Accessibility Template" and "VPAT" are registered service marks of the Information Technology Industry Council (ITI)

Standard/Guideline	Included In Report
	Level AAA (No)
Web Content Accessibility Guidelines 2.1	Level A (Yes)
	Level AA (Yes)
	Level AAA (No)
Revised Section 508 standards published January 18, 2017 and corrected January 22,	(Yes)
<u>2018</u>	(183)
EN 301 549 Accessibility requirements suitable for public procurement of ICT	(Yes)
products and services in Europe, - V3.1.1 (2019-11)	(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.
- 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 be used only in WCAG 2.0 Level AAA.

WCAG 2.x Report

Tables 1 and 2 also document conformance with:

- EN 301 549: Chapter 9 Web, Sections 10.1-10.4 of Chapter 10 Non-Web documents, and Sections 11.1-11.4 and 11.8.2 of Chapter 11 Non-Web Software (open and closed functionality), and Sections 12.1.2 and 12.2.4 of Chapter 12 Documentation
- Revised Section 508: Chapter 5 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 602.3 Electronic Support Documentation.

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 <u>WCAG 2.0 Conformance Requirements</u>.

Table 1: Success Criteria, Level A

Criteria	Conformance Level	Remarks and Explanations
 1.1.1 Non-text Content (Level A) Also applies to: EN 301 549 Criteria 9.1.1.1 (Web) 10.1.1.1 (Non-web document) 11.1.1.1.1 (Open Functionality Software) 11.1.1.1.2 (Closed Functionality Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: All images other than decorative images are accompanied by alternative text by default. All image inputs are accompanied by an alt text field to encourage web authors to include this info.
 1.2.1 Audio-only and Video-only (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria 9.1.2.1 (Web) 10.1.2.1 (Non-web document) 11.1.2.1.1 (Open Functionality Software) 11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: N/A Electronic Docs: N/A Software: Closed: Authoring Tool: N/A	Web, Electronic Docs, Authoring Tool: LibCal doesn't contain audio- or video-only content.

Criteria	Conformance Level	Remarks and Explanations
 1.2.2 Captions (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria 9.1.2.2 (Web) 10.1.2.2 (Non-web document) 11.1.2.2 (Open Functionality Software) 11.1.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: N/A Electronic Docs: N/A Software: Closed: Authoring Tool: N/A	Web, Electronic Docs, Authoring Tool: LibCal doesn't contain prerecorded media. Electronic Docs: Shorter videos are captioned, but longer, live-recorded training sessions are not.
 1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria 9.1.2.3 (Web) 10.1.2.3 (Non-web document) 11.1.2.3.1 (Open Functionality Software) 11.1.2.3.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: N/A Electronic Docs: N/A Software: Closed: Authoring Tool: N/A	Web, Electronic Docs, Authoring Tool: LibCal, our help docs, and the authoring tool do not contain synchronized media
 1.3.1 Info and Relationships (Level A) Also applies to: EN 301 549 Criteria 9.1.3.1 (Web) 10.1.3.1 (Non-web document) 	Web: Partially Supports Electronic Docs: Supports Software: Closed:	Electronic Docs: Information is presented in a clearly labeled, logical page structure which can be understood by assistive devices.

Criteria	Conformance Level	Remarks and Explanations
 11.1.3.1.1 (Open Functionality Software) 11.1.3.1.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Authoring Tool: Partially Supports	 Web: Some dropdown/selects throughout the app do not have proper label/descriptions. There are also elements that share the same ID in the Hours page. Authoring Tool: The parent grid tabs element and the target parent grid on the Event Calendars page uses the same ID. Some dropdown/selects throughout the app do not have proper label/descriptions.
 1.3.2 Meaningful Sequence (Level A) Also applies to: EN 301 549 Criteria 9.1.3.2 (Web) 10.1.3.2 (Non-web document) 11.1.3.2.1 (Open Functionality Software) 11.1.3.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 Web, Electronic Docs: LibCal contains clear heading and sub heading labels to assist users with reading content in proper sequence. Authoring Tool: While we use clear headings and subheadings in the authoring tool, we're currently reviewing the admin portion of the interface to ensure all elements are selectable by keyboard; this should be completed by the end of 2020. Currently some elements, including the Booking Explorer pages and Availability grids do not meet this requirement. Charts in the Stats pages cannot be navigated via keyboard.
 1.3.3 Sensory Characteristics (Level A) Also applies to: EN 301 549 Criteria 9.1.3.3 (Web) 10.1.3.3 (Non-web document) 11.1.3.3 (Open Functionality Software) 11.1.3.3 (Closed Software) 11.8.2 (Authoring Tool) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring tool: There are no instructive elements in LibCal which rely solely on sensory characteristics. All elements are constructed with corresponding text-based information that's visible to assistive devices.

Criteria	Conformance Level	Remarks and Explanations
 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		Web: The Equipment and Space booking pages were
 .4.1 Use of Color (Level A) Also applies to: EN 301 549 Criteria 9.1.4.1 (Web) 10.1.4.1 (Non-web document) 11.1.4.1 (Open Functionality Software) 11.1.4.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 designed with a reliance on color to convey which resources are available/unavailable; these pages include a sr-only link to an alternative page intended for screenreader/assistive technology users. This alternate page is presented in simplified list format and does not rely on color to convey meaning. Electronic Docs: We don't use color to convey meaning in our help documentation. Authoring Tool: The Equipment and Spaces modules have availability grids which rely primarily on color as a means of displaying available and unavailable times. We are updating this behavior to include cell labels in addition to color. It's also possible to retrieve equivalent availability can be determined via Add Booking button (where all available slots are presented in list format, independent of color) and upcoming bookings can be viewed in table format via the Booking Explorer. Various links such as 'Powered by Springshare' in the footer section of each page is not underlined or do not conform to the 3:1 color contrast ratio.

Criteria	Conformance Level	Remarks and Explanations
 1.4.2 Audio Control (Level A) Also applies to: EN 301 549 Criteria 9.1.4.2 (Web) 10.1.4.2 (Non-web document) 11.1.4.2 (Open Functionality Software) 11.1.4.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: N/A Electronic Docs: Supports Software: Closed: Authoring Tool: N/A	 Web, Authoring Tool: There are no audio portions of the default LibCal interface. Electronic Docs: Our video documentation does not include autoplaying videos/audio. All videos/prerecorded content can be paused/started/stopped at will.
 2.1.1 Keyboard (Level A) Also applies to: EN 301 549 Criteria 9.2.1.1 (Web) 10.2.1.1 (Non-web document) 11.2.1.1.1 (Open Functionality Software) 11.2.1.1.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Partially Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 Web: Some elements are not accessible by keyboard such as calendar filtering by Year/Month Electronic Docs: Our electronic documents also fully support keyboard navigation. Authoring Tool: The charts in the Stats pages are not keyboard accessible. The help tooltip icon are not keyboard accessible.
2.1.2 No Keyboard Trap (Level A) Also applies to: EN 301 549 Criteria	Web: Supports Electronic Docs: Supports Software:	Web, Electronic Docs, Authoring Tool: All functional elements have been tested to ensure there are no

Criteria	Conformance Level	Remarks and Explanations
• 9.2.1.2 (Web)	Closed:	keyboard traps, especially in elements like selector
• 10.2.1.2 (Non-web document)	Authoring Tool: Supports	menus and modal windows.
• 11.2.1.2 (Open Functionality Software)		
• 11.2.1.2 (Closed Software)		
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
• 602.3 (Support Docs)		
2.1.4 Character Key Shortcuts (Level A 2.1 only)		
Also applies to:		Web, Electronic Docs, Authoring Tool: LibCal does not include character key shortcuts beyond standard browser functionality/shortcuts.
EN 301 549 Criteria	Web: N/A	
• 9.2.1.4 (Web)	Electronic Docs: N/A	
 10.2.1.4 (Non-web document) 	Software:	
 11.2.1.4.1 (Open Functionality Software) 	Closed:	
 11.2.1.4.2 (Closed Software) 	Authoring Tool: N/A	
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		
2.2.1 Timing Adjustable (Level A)		have be have been and the second base been been been been been been been be
Also applies to:		Web: When a user makes a new booking from the
EN 301 549 Criteria		equipment, space, and event pages, they must
• 9.2.2.1 (Web)	Web: Partially Supports	complete the reservation form within 10 minutes of
• 10.2.2.1 (Non-web document)	Electronic Docs: N/A	when they begin their request. After 10 minutes, the time slot/event registration is released back into the
 11.2.2.1 (Open Functionality Software) 	Software:	
• 11.2.2.1 (Closed Software)	Closed:	available pool. When this happens, users can re-reques the same time slot without penalty assuming no other user has claimed it. This is an essential function of the product and is required to prevent people from
• 11.8.2 (Authoring Tool)	Authoring Tool: N/A	
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		inappropriately blocking other users from reserving
Revised Section 508		

Criteria	Conformance Level	Remarks and Explanations
 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		resources without actually completing a reservation. Electronic Docs, Authoring Tool: LibCal does not include timed elements in our help docs or in the authoring tool.
 2.2.2 Pause, Stop, Hide (Level A) Also applies to: EN 301 549 Criteria 9.2.2.2 (Web) 10.2.2.2 (Non-web document) 11.2.2.2 (Open Functionality Software) 11.2.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: N/A Electronic Docs: Supports Software: Closed: Authoring Tool: N/A	Web, Authoring Tool: LibCal does not contain native video/audio. Electronic Docs: Our recorded documentation can be paused, stopped, and hidden at will.
 2.3.1 Three Flashes or Below Threshold (Level A) Also applies to: EN 301 549 Criteria 9.2.3.1 (Web) 10.2.3.1 (Non-web document) 11.2.3.1 (Open Functionality Software) 11.2.3.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: LibCal does not contain elements that flash.

Criteria	Conformance Level	Remarks and Explanations
 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
 2.4.1 Bypass Blocks (Level A) Also applies to: EN 301 549 Criteria 9.2.4.1 (Web) 10.2.4.1 (Non-web document) – Does not apply 11.2.4.1 (Open Functionality Software) – Does not apply 11.2.4.1 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised 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 	Web: Supports Electronic Docs: Supports Authoring Tool: Does not Support	 Web, Electronic Docs: Our web interface contains a skip to main content link to help users bypass repeated page navigation menus. Authoring Tool: We don't currently have a way to skip the navigation bar of the authoring tool.
 2.4.2 Page Titled (Level A) Also applies to: EN 301 549 Criteria 9.2.4.2 (Web) 10.2.4.2 (Non-web document) 11.2.4.2 (Open Functionality Software) - Does not apply 11.2.4.2 (Closed Software) - Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: All pages have meaningful page titles.

Criteria	Conformance Level	Remarks and Explanations
 2.4.3 Focus Order (Level A) Also applies to: EN 301 549 Criteria 9.2.4.3 (Web) 10.2.4.3 (Non-web document) 11.2.4.3 (Open Functionality Software) 11.2.4.3 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: Content is presented in a meaningful sequential way using appropriate html headers. We also plan to improve page sequence and focus order in the authoring tool by updating our use of html roles and landmarks.
 2.4.4 Link Purpose (In Context) (Level A) Also applies to: EN 301 549 Criteria 9.2.4.4 (Web) 10.2.4.4 (Non-web document) 11.2.4.4 (Open Functionality Software) 11.2.4.4 (Closed Software 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 Web, Electronic Docs: The purpose of links presented in LibCal can generally be determined from the link text alone. When images are used (as in the case of font awesome icons), we include accessible text so their purpose can be understood. Authoring Tool: The 'Help' link/icon on the top navbar does not contain a screen reader only or aria tags to indicate what the link is.
2.5.1 Pointer Gestures (Level A 2.1 only) Also applies to: EN 301 549 Criteria • 9.2.5.1 (Web) • 10.2.5.1 (Non-web document)	Web: N/A Electronic Docs: N/A Software: Closed: Authoring Tool: N/A	Web, Electronic Docs, Authoring Tool: There are no multi-point or path-based gestures.

Criteria	Conformance Level	Remarks and Explanations
 11.2.5.1 (Open Functionality Software) 11.2.5.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 2.5.2 Pointer Cancellation (Level A 2.1 only) Also applies to: EN 301 549 Criteria 9.2.5.2 (Web) 10.2.5.2 (Non-web document) 11.2.5.2 (Open Functionality Software) 11.2.5.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) 	Web: N/A Electronic Docs: N/A Software: Closed: Authoring Tool: N/A	Web, Electronic Docs, Authoring Tool: There are no multi-point or path-based gestures.
Revised Section 508 – Does not apply 2.5.3 Label in Name (Level A 2.1 only) Also applies to: EN 301 549 Criteria 9.2.5.3 (Web) 10.2.5.3 (Non-web document) 11.2.5.3.1 (Open Functionality Software) 11.2.5.3.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: Label names contain the same text that is presented visually.
2.5.4 Motion Actuation (Level A 2.1 only) Also applies to: EN 301 549 Criteria • 9.2.5.4 (Web) • 10.2.5.4 (Non-web document)	Web: N/A Electronic Docs: N/A Software: Closed: Authoring Tool: N/A	Web, Electronic Docs, Authoring Tool: LibCal does not contain functionality that relies on device motion.

Criteria	Conformance Level	Remarks and Explanations
 11.2.5.4 (Open Functionality Software) 11.2.5.4 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 		
 3.1.1 Language of Page (Level A) Also applies to: EN 301 549 Criteria 9.3.1.1 (Web) 10.3.1.1 (Non-web document) 11.3.1.1.1 (Open Functionality Software) 11.3.1.1.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: The default language of each page is declared in the appropriate html lang attribute.
 504.2 (Authoring Tool) 602.3 (Support Docs) 3.2.1 On Focus (Level A) Also applies to: EN 301 549 Criteria 9.3.2.1 (Web) 10.3.2.1 (Non-web document) 11.3.2.1 (Open Functionality Software) 11.3.2.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: There are no elements that change context on focus in LibCal.
501 (Web)(Software)504.2 (Authoring Tool)	Dece 14 - (20	

Criteria	Conformance Level	Remarks and Explanations
602.3 (Support Docs)		
 3.2.2 On Input (Level A) Also applies to: EN 301 549 Criteria 9.3.2.2 (Web) 10.3.2.2 (Non-web document) 11.3.2.2 (Open Functionality Software) 11.3.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 Web, Electronic Docs: Form elements that can trigger a change of context (like submit buttons) have values which clearly describe the action/change. Authoring Tool: On Admin -> Manage Equipment and Spaces -> Booking Forms, the edit modal contains a 'Save' button but type=button and not type=submit for associated form.
 3.3.1 Error Identification (Level A) Also applies to: EN 301 549 Criteria 9.3.3.1 (Web) 10.3.3.1 (Non-web document) 11.3.3.1.1 (Open Functionality Software) 11.3.3.1.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 Web, Electronic Docs: Errors in form submissions are described to the user on screen in text beneath the relevant fields. Authoring Tool: Errors in form submissions are generally described to the user in text. The admin side of LibCal does include some modal-based transactions which can trigger a javascript success message on submit. We're incrementally improving this behavior to eliminate the use of JS alerts and just show the same success information onscreen. On adding an event to the calendar with required location, if location info is not updated and the event is submitted, there is an error message that displays letting the user know what the error is. However, the actual field in question is not highlighted or focused in anyway (no red outline).

Criteria	Conformance Level	Remarks and Explanations
 3.3.2 Labels or Instructions (Level A) Also applies to: EN 301 549 Criteria 9.3.3.2 (Web) 10.3.3.2 (Non-web document) 11.3.3.2 (Open Functionality Software) 11.3.3.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Partially Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially	 Web, Electronic Docs: LibCal includes appropriate labels when content requires input. Web: An exception to this is the Confirmed Bookings page where the selects/dropdowns on top do not have aria-label. They do have an associated label but it has display:none, which prevents screenreaders to access it. Authoring Tool: Some dropdown/selects throughout the app do not have proper label/descriptions. On the Hours -> Widgets page, checkboxes are not grouped properly with aria tags.
 4.1.1 Parsing (Level A) Also applies to: EN 301 549 Criteria 9.4.1.1 (Web) 10.4.1.1 (Non-web document) 11.4.1.1.1 (Open Functionality Software) 11.4.1.1.2 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Software: Authoring Tool: Partially Supports	Web, Electronic Docs: All page elements have complete start/end tags, elements are nested appropriately, pages do not contain duplicate attributes and all IDs are unique. Authoring Tool: The Event Calendars and Look and Feel page has elements that uses the same ID.
 4.1.2 Name, Role, Value (Level A) Also applies to: EN 301 549 Criteria 9.4.1.2 (Web) 10.4.1.2 (Non-web document) 	Web: Partially Supports Electronic Docs: Supports Software: Authoring Tool: Partially Supports	Web, Electronic Docs: In cases where we have created our own, non-native HTML elements, the name and role of those elements can be programmatically determined as described in the guidelines.

Criteria	Conformance Level	Remarks and Explanations
 11.4.1.2.1 (Open Functionality Software) 11.4.1.2.2 (Closed Software) – Not required 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		 Web: The language select dropdown at footer has an invalid WAI-ARIA role of select. The dropdowns in the Confirmed Booking page has no aria-label. There is a hidden label (display:none) associated with the dropdowns but the screenreader can't access them. Authoring Tool: Some dropdown/selects throughout the app do not have proper label/descriptions. Comboboxes don't have proper aria attribute structure. Textboxes in hours -> Widgets do not have descriptions/label.

Table 2: Success Criteria, Level AA

Criteria	Conformance Level	Remarks and Explanations
 9.1.2.4 (Web) 10.1.2.4 (Non-web document) 11.1.2.4 (Open Functionality Software) 11.1.2.4 (Closed Software) 11.8.2 (Authoring Tool) 	Web: N/A Electronic Docs: Partially Support Software: Closed: Authoring Tool: N/A	 Web: LibCal does not natively contain videos or support video uploads. Video content can be embedded from 3rd party sites, but captioning is governed by the 3rd party site. Electronic Docs: We provide captions for our shorter documentation videos but we do not provide concomitant closed captioning for our live webinar sessions. Authoring Tool: Product does not contain video.

Criteria	Conformance Level	Remarks and Explanations
 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
1.2.5 Audio Description (Prerecorded) (Level AA)	1	
Also applies to: EN 301 549 Criteria 9.1.2.5 (Web) 10.1.2.5 (Non-web document) 11.1.2.5 (Open Functionality Software) 11.1.2.5 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Web: N/A Electronic Docs: N/A Software: Closed: Authoring Tool: N/A	Web, Electronic Docs, Authoring Tool: LibCal does not contain prerecorded video/synchronized media.
 1.3.4 Orientation (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.1.3.4 (Web) 10.1.3.4 (Non-web document) 11.1.3.4 (Open Functionality Software) 11.1.3.4 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: LibCal does not restrict users to viewing content in portrait or landscape mode, and functions in either view.
1.3.5 Identify Input Purpose (Level AA 2.1 only) Also applies to: EN 301 549 Criteria • 9.1.3.5 (Web)	Web: Does Not Support Electronic Docs: Does Not Support Software: Closed:	Web, Electronic Docs, Authoring Tool: We are investigating updating our platform to include these identifiers. Their potential application in our products is

Criteria	Conformance Level	Remarks and Explanations
 10.1.3.5 (Non-web document) 11.1.3.5.1 (Open Functionality Software) 11.1.3.5.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 	Authoring Tool: Partially Support	limited to things like name, email, and telephone fields in LibCal registration forms. Authoring Tool: LibCal includes appropriate autocomplete attributes for name, email, phone input fields only on some fields.
 1.4.3 Contrast (Minimum) (Level AA) Also applies to: EN 301 549 Criteria 9.1.4.3 (Web) 10.1.4.3 (Non-web document) 11.1.4.3 (Open Functionality Software) 11.1.4.3 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Partially Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	Web, Authoring Tool: LibCal maintains a contrast ration above 4.5:1 for all page elements. It is possible to customize all CSS in the LibCal public interface, so care needs to be exercised by site customizers to remain in conformance. There are some default buttons with css defined from boostrap that do not have the proper 4.5:1 ratio.
 1.4.4 Resize text (Level AA) Also applies to: EN 301 549 Criteria 9.1.4.4 (Web) 10.1.4.4 (Non-web document) 11.1.4.4.1 (Open Functionality Software) 11.1.4.4.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: Text can be resized without assistive technology without loss of content/function.

Criteria	Conformance Level	Remarks and Explanations
 501 (Web)(Software) 504.2 (Authoring Tool) 		
602.3 (Support Docs)		
 1.4.5 Images of Text (Level AA) Also applies to: EN 301 549 Criteria 9.1.4.5 (Web) 10.1.4.5 (Non-web document) 11.1.4.5.1 (Open Functionality Software) 11.1.4.5.2 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 	Web: Supports Electronic Docs: Supports Software: Authoring Tool: Supports	 Web: LibCal does not utilize images of text. It's possible to upload a custom banner image which could include text as part of a logo – this is customizable and also includes accompanying descriptive text. Electronic Docs: Our help docs will sometimes include screenshots which include text to label screenshot elements; these are always accompanied by text information within the same page. Authoring Tool: We don't use images of text in the authoring tool.
 602.3 (Support Docs) 1.4.10 Reflow (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.1.4.10 (Web) 10.1.4.10 (Non-web document) 11.1.4.10 (Open Functionality Software) 11.1.4.10 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) Revised Section 508 – Does not apply	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: The LibCal interface is fully responsive & meets this criteria.
I.4.11 Non-text Contrast (Level AA 2.1 only) Also applies to: EN 301 549 Criteria • 9.1.4.11 (Web)	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Supports	Web : User interface components and graphical objects meet this contrast ratio requirement. It's possible to customize all CSS elements in the public interface and care should be taken to remain in compliance.

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Criteria	Conformance Level	Remarks and Explanations
 10.1.4.11 (Non-web document) 11.1.4.11 (Open Functionality Software) 11.1.4.11 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 		Electronic Docs, Authoring Tool: Elements in our documentation and authoring tool meet this contrast requirement.
 1.4.12 Text Spacing (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.1.4.12 (Web) 10.1.4.12 (Non-web document) 11.1.4.12 (Open Functionality Software) 11.1.4.12 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 Web, Electronic Docs: LibCal's text spacing conforms to these requirements. It's possible to customize all CSS elements in the public interface and care should be taken to remain in compliance. Authoring Tool: Line height is not at least 1.5 times the font size
1.4.13 Content on Hover or Focus (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.1.4.13 (Web) 10.1.4.13 (Non-web document) 11.1.4.13 (Open Functionality Software) 11.1.4.13 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Web: Supports Electronic Docs: Supports Software: Closed: Authoring Tool: Partially Supports	 Web, Electronic Docs: The equipment checkout page has the Checkout button that displays the items in Checkout on hover. Authoring Tool: Our authoring tool include help information that displays when hovering over a dedicated help icon; we are working on improving their behavior for users with assistive devices.
 2.4.5 Multiple Ways (Level AA) Also applies to: EN 301 549 Criteria 9.2.4.5 (Web) 	Web: Supports Electronic Docs: Supports Authoring Tool: Supports Page 21 of 29	Web, Electronic Docs, Authoring Tool: It's possible to access LibCal public and administrative pages and content in multiple ways, including providing links to navigate to related web pages via breadcrumbs and

Criteria	Conformance Level	Remarks and Explanations
 10.2.4.5 (Non-web document) – Does not apply 11.2.4.5 (Open Functionality Software) – Does not apply 11.2.4.5 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised 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 		other related content, providing a full search function, and linking to many pages on the site from the homepage. Authoring Tool: The 'Editor' tabs/pages within Admin -> Look and Feel is the only authoring page without the top navbar.
 2.4.6 Headings and Labels (Level AA) Also applies to: EN 301 549 Criteria 9.2.4.6 (Web) 10.2.4.6 (Non-web document) 11.2.4.6 (Open Functionality Software) 11.2.4.6 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: Headings and labels describe the topic/purpose of each page/piece of content within the page.
 2.4.7 Focus Visible (Level AA) Also applies to: EN 301 549 Criteria 9.2.4.7 (Web) 10.2.4.7 (Non-web document) 11.2.4.7 (Open Functionality Software) 11.2.4.7 (Closed Software) 11.8.2 (Authoring Tool) 	Web: Partially Supports Electronic Docs: Supports Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: All interface elements have a component that's highlighted by the user agent when they receive focus.

Criteria	Conformance Level	Remarks and Explanations
 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
 3.1.2 Language of Parts (Level AA) Also applies to: EN 301 549 Criteria 9.3.1.2 (Web) 10.3.1.2 (Non-web document) 11.3.1.2 (Open Functionality Software) – Does not apply 11.3.1.2 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Authoring Tool: Supports	 Web: We use the html language attribute to declare the language of each full page. If the language of content changes within the page, content creators can specify these language changes using xml language attributes. This generally does not happen, ie pages do not tend to contain more than one language. Electronic Docs, Authoring Tool: We use the html language attribute to declare the language of each full page.
 3.2.3 Consistent Navigation (Level AA) Also applies to: EN 301 549 Criteria 9.3.2.3 (Web) 10.3.2.3 (Non-web document) – Does not apply 11.3.2.3 (Open Functionality Software) – Does not apply 11.3.2.3 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) – Does not apply to non-web software 504.2 (Authoring Tool) 	Web: Supports Electronic Docs: Supports Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: Navigational mechanisms that repeat are always presented in the same relative order.

Criteria	Conformance Level	Remarks and Explanations
 602.3 (Support Docs) – Does not apply to non-web docs 		
 3.2.4 Consistent Identification (Level AA) Also applies to: EN 301 549 Criteria 9.3.2.4 (Web) 10.3.2.4 (Non-web document) – Does not apply 11.3.2.4 (Open Functionality Software) – Does not apply 11.3.2.4 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised 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 	Web: Supports Electronic Docs: Supports Authoring Tool: Supports	Web, Electronic Docs, Authoring Tool: Items such as page breadcrumbs and navigational elements that repeat on multiple pages are consistently labeled/named throughout the public LibCal interface.
 3.3.3 Error Suggestion (Level AA) Also applies to: EN 301 549 Criteria 9.3.3.3 (Web) 10.3.3.3 (Non-web document) 11.3.3.3 (Open Functionality Software) 11.3.3.3 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: Supports Authoring Tool: Partially supports	Web, Electronic Docs: We provide text descriptions to identify required fields which weren't completed and identify these areas with the aria- required property. Authoring Tool: We generally provide text descriptions to identify required fields which weren't completed an identify these areas with the aria- required property. For adding an event to the calendar with a required location, we do display the 'You must provide a location' error message on submit. However, we do no update the focus to the location field and there's no visual indication that there is an error with that field via red outline.

Criteria	Conformance Level	Remarks and Explanations
 3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) Also applies to: EN 301 549 Criteria 9.3.3.4 (Web) 10.3.3.4 (Non-web document) 11.3.3.4 (Open Functionality Software) 11.3.3.4 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Web: Supports Electronic Docs: N/A Authoring Tool: N/A	Web: LibCal offers an optional payment integration with various 3 rd party payment processors (Stripe, Braintree etc.) for accepting payment for space and event registrations; they meet this requirement. Electronic Docs: Our electronic documentation and authoring tool do not handle this type of data.
 4.1.3 Status Messages (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.4.1.3 (Web) 10.4.1.3 (Non-web document) 11.4.1.3 (Open Functionality Software) 11.4.1.3 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 	Web: Partially Supports Electronic Docs: Supports Authoring Tool: Partially Supports	 Web, Electronic Docs: Status messages are presented using roles and can be presented without receiving focus. One exception is the successful appointment/equipment/booking confirmation/cancellation message missing the role=status. Authoring Tool: Status messages are generally presented using roles. The interface does include javascript success messages; we're working to eliminate the use of these in favor of onscreen success messages which can make better use of aria roles.

Chapter 3: <u>Functional Performance Criteria</u> (FPC)

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Partially Supports	We have tested all elements of the LibCal interface using VoiceOver, and regularly test LibCal using Tota11y, SiteImprove, and Wave. Page content is structured in a meaningful hierarchy and can be navigated and understood using a keyboard and/or screenreader, and we strive to make sure all development is executed in a way that's meaningful and clearly understandable to users without vision. We are currently in the process of expanding our use of name and role elements to reach full conformance for users without vision.
302.2 With Limited Vision	Supports	LibCal can be used with limited vision
302.3 Without Perception of Color	Partially Supports	LibCal generally does not rely on color to convey meaning. The exception to this is the Spaces and Equipment availability grids, where color is used within a table to convey available and unavailable time slots. On the public side, we provide a special assistive-technology-friendly view of the booking pages which are rendered in list format (so color is not used at all to render meaning in this special page). On the admin side, we're working to update the admin side availability grids, including adding relevant labels to particular grid items and making it possible to navigate to the color legend. It's also possible to use the Booking Explorer to view all upcoming bookings

Criteria	Conformance Level	Remarks and Explanations
		without color perception, and the Add Booking function will also display all upcoming availability without reliance on color to convey meaning (so there are equivalent functions for the availability tables).
302.4 Without Hearing	Supports	LibCal does not contain audio/video elements by default (though this content can be embedded from 3rd party sites into LibCal).
302.5 With Limited Hearing	Supports	LibCal does not contain audio/video elements by default (though this content can be embedded from 3rd party sites into LibCal).
302.6 Without Speech	Supports	LibCal does not require speech to function.
302.7 With Limited Manipulation	Supports	LibCal is usable by people with limited manipulation, and all page elements are reachable using the keyboard.
302.8 With Limited Reach and Strength	Supports	
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports	

Chapter 6: <u>Support Documentation and Services</u>

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	Heading cell – no response required	Heading cell – no response required
602 Support Documentation	Heading cell – no response required	Heading cell – no response required

Criteria	Conformance Level	Remarks and Explanations
602.2 Accessibility and Compatibility Features	Supports	The documentation for LibCal lists and explains the compatibility features of the product.
602.3 Electronic Support Documentation	See WCAG 2.x section	See information in WCAG 2.x section
602.4 Alternate Formats for Non-Electronic Support Documentation	Not Applicable	All necessary documentation for LibCal is provided electronically.
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Supports	Our support team can answer questions about the accessibility of LibCal through our support channels.
603.3 Accommodation of Communication Needs	Supports	Our support team can answer questions about the accessibility of LibCal through our support channels.

Table 3: Success Criteria, Level AAA

Notes: LibCal has not been tested to level AAA.

Revised Section 508 Report

Notes: These guidelines are addressed in Tables 1 and 2, Chapters 3 and 6.

EN 301 549 Report

Notes: These guidelines are addressed in Tables 1 and 2, Chapters 3 and 6.

Legal Disclaimer (Company)

Include your company legal disclaimer here, if needed.