IS YOUR WEBSITE COMPLIANT?

ACCESSIBILITY COMPLIANCE (ADA)

- **Use Descriptive Links** – instead of writing “Click Here”, add more information to your links. Example: “Click here for registration”, “Click here for more information on class schedule”, etc.
- **Color is important** – many users are color blind and using red to show importance will be missed. Using bold can help those that can’t see the color you choose. Using contrasting colors help not only sited people but those with low vision or old eyes.
- **Images / Graphics** – ALL images need an Alternative text (alt text) – The alt text should describe the image. If the image is a flyer with details those details need to be in the alt text. Example: flyer about events would need WHO, WHAT, WHERE, WHEN, WHY in the alt text also remember an deadlines would need to be included. Alt text should not be more than about 10 words.
- Learn more about ADA Compliance at : http://www.ada.gov/pcatoolkit/chap5toolkit.htm

CONTENT UPDATE

- **Periodically review** the web pages in your website and update information accordingly.
- **Know when to run a search on your site.** When there are personnel changes in your department, run a check to see if they were listed somewhere on the website as a contact, update the information.
- **Keep it simple** – not everyone reading your page has the same level of understanding. An average person scans your webpage and moves on in 30 seconds.

NEED HELP?

Contact us and schedule a meeting to review your website, get trained on WordPress Software to maintain your website, get accessibility training, or for any website related matter.

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