InfoReady Accessibility Conformance Report

WCAG Edition

(Based on VPAT® Version 2.4)

Name of Product/Version: InfoReady Review 3.50

Report Date: November 4, 2022

Product Description:

InfoReady Review™ is a cloud-based platform for the submission, routing, and/or review of forms, applications, and documents. The product is principally used within higher education institutions in the research setting for the collection and review of research proposals and the subsequent awarding of research funding and reporting of research outcomes. Review supports general workflow automation, allowing customers to automate a wide variety of processes within and outside of the research setting.

Contact Information: support@inforeadycorp.com

Notes:

Where the product does not support or only partially supports identified standards, InfoReady provides additional support to applicants and reviewers, including assistance from the InfoReady customer support team, allowing customer administrators to complete applications as applicants' proxies, and allowing applicants to specify individuals who may complete and submit applications on their behalf.

_____

"Voluntary Product Accessibility Template" and "VPAT" are registered service marks of the Information Technology Industry Council (ITI)   Page **1** of **11**

Evaluation Methods Used:

Testing is based on general product knowledge. Assistive technologies used in verification include: keyboard, NVDA, aXe, WAVE, and web developer toolbar.

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)

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 2.1 Report

Note: When reporting on conformance with the WCAG 2.1 Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the [WCAG 2.0 Conformance Requirements](#).

Table 1: Success Criteria, Level A

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A)	Supports	Fully supported within applicant experience; administrator views, specifically the Data Grid and Progress Reports, will be remediated in a future release.
1.2.1 Audio-only and Video-only (Prerecorded) (Level A)	Not Applicable	
1.2.2 Captions (Prerecorded) (Level A)	Does Not Support	Currently, our help videos do not have captions, however a transcript of the video is provided.
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)	Supports	Visual content is described in the video's audio track. Also, a transcript of the video is provided.
1.3.1 Info and Relationships (Level A)	Partially Supports	Overall, the relationships implied by visual formatting are also implemented programmatically for the benefit of assistive technologies. Changes are necessary within the administrator view of the Data Grid; these will be remediated in a future release.
1.3.2 Meaningful Sequence (Level A)	Supports	
1.3.3 Sensory Characteristics (Level A)	Supports	

1.4.1 Use of Color (Level A)	Partially Supports	The color of most elements is configurable per customer request which can sometimes conflict with this criteria. These are global site changes per customer.
1.4.2 Audio Control (Level A)	Not Applicable	No audio/animation
2.1.1 Keyboard (Level A)	Partially Supports	Some elements (such as certain modals and widgets) cannot be accessed via keyboard; these are present within some administrator views, including the Data Grid.
2.1.2 No Keyboard Trap (Level A)	Partially Supports	Some modals cannot be closed using only the keyboard, including the Data Grid for administrators.
2.1.4 Character Key Shortcuts (Level A 2.1 only)	Supports	The rich text editor supports on focus for all users.
2.2.1 Timing Adjustable (Level A)	Supports	Application deadlines are set by customers. Times are typically longer than 20 hours. The time limit is essential and extending it would invalidate the activity. Administrators may accept applications after deadlines at their discretion.
2.2.2 Pause, Stop, Hide (Level A)	Not Applicable	No moving, blinking, scrolling, or auto-updating information.
2.3.1 Three Flashes or Below Threshold (Level A)	Not Applicable	No flashing content

2.4.1 Bypass Blocks (Level A)	Supports	
2.4.2 Page Titled (Level A)	Does not support	Currently, all pages have the same title.
2.4.3 Focus Order (Level A)	Supports	
2.4.4 Link Purpose (In Context) (Level A)	Supports	In certain cases, tenants can add their own link text which may conflict with this criteria. Descriptors for links are missing in some cases.
2.5.1 Pointer Gestures (Level A 2.1 only)	Supports	
2.5.2 Pointer Cancellation (Level A 2.1 only)	Supports	
2.5.3 Label in Name (Level A 2.1 only)	Does not support	Many of the links, forms, and images do not have labels in the name.
2.5.4 Motion Actuation (Level A 2.1 only)	Not Applicable	
3.1.1 Language of Page (Level A)	Supports	
3.2.1 On Focus (Level A)	Supports	
3.2.2 On Input (Level A)	Supports	
3.3.1 Error Identification (Level A)	Supports	
3.3.2 Labels or Instructions (Level A)	Supports	Some form elements and labels are not linked properly. These will be remedied in a future release.

4.1.1 Parsing (Level A)	Supports	
4.1.2 Name, Role, Value (Level A)	Supports	

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA)	Not Applicable	No live audio or video
1.2.5 Audio Description (Prerecorded) (Level AA)	Supports	
1.3.4 Orientation (Level AA 2.1 only)	Not Applicable	We do not support mobile devices.
1.3.5 Identify Input Purpose (Level AA 2.1 only)	Partially Supports	Administrators can configure their forms without identifying purpose.
1.4.3 Contrast (Minimum) (Level AA)	Partially Supports	The color of most elements is configurable per customer request. Some elements do not include proper contrast by default.
1.4.4 Resize text (Level AA)	Partially Supports	Some pages are not horizontally scrollable, when zoomed to 200%.
1.4.5 Images of Text (Level AA)	Supports	
1.4.10 Reflow (Level AA 2.1 only)	Not Applicable	We do not support mobile devices.

Criteria	Conformance Level	Remarks and Explanations
[1.4.11 Non-text Contrast](#) (Level AA 2.1 only)	Supports	Where contrast could be an issue, there are alternative methods to display the information to the user. Graphics are not necessary to understand the content.
[1.4.12 Text Spacing](#) (Level AA 2.1 only)	Supports	
[1.4.13 Content on Hover or Focus](#) (Level AA 2.1 only)	Partially Supports	Some areas restricted to administrators (e.g. tooltips) are hoverable. Using ESC causes the tooltip to go away.
[2.4.5 Multiple Ways](#) (Level AA)	Supports	
[2.4.6 Headings and Labels](#) (Level AA)	Partially Supports	Most, but not all, headings are programmatically determinable.
[2.4.7 Focus Visible](#) (Level AA)	Partially Supports	Focus is not always visible within page navigation and file uploads for administrators. Focus is not always visible within competition details on the Data Grid page for administrators.
[3.1.2 Language of Parts](#) (Level AA)	Supports	The platform supports English only. Customers may include non-English content or special characters.
[3.2.3 Consistent Navigation](#) (Level AA)	Supports	

Criteria	Conformance Level	Remarks and Explanations
3.2.4 Consistent Identification (Level AA)	Partially Supports	Some elements (e.g., modals) are not presented consistently. Consistency is addressed in each release.
3.3.3 Error Suggestion (Level AA)	Supports	
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)	Supports	
4.1.3 Status Messages (Level AA 2.1 only)	Partially Supports	Some error messages within the administrator views cannot programmatically determined without refocus.