

Voluntary Product Accessibility Template[®] (VPAT[®])

WCAG Edition

Version 2.5

About This Document

The VPAT is provided in four editions based on the standards/guidelines being evaluated. The editions are WCAG, Revised 508, EN 301 549 and International, which includes all of the standards.

This is the WCAG edition of the VPAT. It includes the following standards/guidelines:

- [Web Content Accessibility Guidelines 2.0](#)
- [Web Content Accessibility Guidelines 2.1](#)
- [Web Content Accessibility Guidelines 2.2](#)

Table Information for VPAT[®] Readers

For each of the standards, the criteria are listed by chapter in a table. The structures of the tables are: the first column contains the criteria being evaluated, the second column describes the level of conformance of the product regarding the criteria and the third column contains any additional remarks and explanations regarding the product.

- When sections of criteria do not apply, or are deemed by the customer as not applicable, the section is noted as such and the rest of that table may be removed for that section.
- When multiple standards are being recorded in this document, the duplicative sections are noted and responded to only one time. The duplicate entry will note the cross reference to the data.

InfoReady Accessibility Conformance Report

WCAG Edition

(Based on VPAT® Version 2.5)

Name of Product/Version: InfoReady Review 3.56.2

Report Date: 31 January 2024

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:

As of January 2024, InfoReady has updated to VPAT Version 2.5. This VPAT now includes assessment against WCAG 2.2 criteria.

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.

Evaluation Methods Used:

A combination of automated and manual testing was used in evaluating product accessibility. Automated tests were completed using WebAIM’s WAVE tool and Deque’s aXe tool. Manual tests were executed using tools and techniques not limited to:

- Keyboard-exclusive navigation
- Desktop screen reader (NVDA, Windows Narrator)
- Browser screen reader (Google’s “Screen Reader”, formerly ChromeVox)

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

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 [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. Further improvements will be included 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.
2.1.2 No Keyboard Trap (Level A)	Partially Supports	Some modals cannot be closed using only the keyboard.
2.1.4 Character Key Shortcuts (Level A 2.1 and 2.2)	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

Criteria	Conformance Level	Remarks and Explanations
		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)	Supports	Main content areas have unique page titles. Further specificity to page titles will be included in a future release.
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 and 2.2)	Supports	
2.5.2 Pointer Cancellation (Level A 2.1 and 2.2)	Supports	
2.5.3 Label in Name (Level A 2.1 and 2.2)	Partially Supports	In most cases the name/label contains the text presented visually. Further improvements will be included in a future release.
2.5.4 Motion Actuation (Level A 2.1 and 2.2)	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)	Partially supports	Overall, changing the setting of a user interface component does not automatically cause a change of context without advising the user. However, certain pages contain a search bar which will dynamically provide search results without a notice to the user that this will occur.
3.2.6 Consistent Help (Level A 2.2 only)	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

Criteria	Conformance Level	Remarks and Explanations
3.3.7 Redundant Entry (Level A 2.2 only)	Partially Supported	Some fields in the process can auto-populate.
4.1.1 Parsing (Level A) WCAG 2.0 and 2.1 – Always answer ‘Supports’ WCAG 2.2 (obsolete and removed) - Does not apply	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 .
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 and 2.2)	Partially Supports	Most pages support both portrait and landscape orientation.
1.3.5 Identify Input Purpose (Level AA 2.1 and 2.2)	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	Customers can upload images of text if they choose.
1.4.10 Reflow (Level AA 2.1 and 2.2)	Partially Supports	Most pages support reflow of content
1.4.11 Non-text Contrast (Level AA 2.1 and 2.2)	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 and 2.2)	Supports	
1.4.13 Content on Hover or Focus (Level AA 2.1 and 2.2)	Supports	

Criteria	Conformance Level	Remarks and Explanations
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.
2.4.11 Focus Not Obscured (Minimum) (Level AA 2.2 only)	Supports	
2.5.7 Dragging Movements (Level AA 2.2 only)	Partially Supports	Most areas in the platform with drag and drop functionality have an alternative method of executing the functionality.
2.5.8 Target Size (Minimum) (Level AA 2.2 only)	Partially Supports	Most areas in the platform have at least a minimum target size of 24 x 24px
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	
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	
3.3.8 Accessible Authentication (Minimum) (Level AA 2.2 only)	Supports	Support is included for password entry by password managers as well as the ability to copy and paste the password.
4.1.3 Status Messages (Level AA 2.1 and 2.2)	Partially Supports	Some error messages within the administrator views cannot programmatically determined without refocus.

Table 3: Success Criteria, Level AAA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.6 Sign Language (Prerecorded) (Level AAA)	Not Evaluated	

Criteria	Conformance Level	Remarks and Explanations
1.2.7 Extended Audio Description (Prerecorded) (Level AAA)	Not Evaluated	
1.2.8 Media Alternative (Prerecorded) (Level AAA)	Not Evaluated	
1.2.9 Audio-only (Live) (Level AAA)	Not Evaluated	
1.3.6 Identify Purpose (Level AAA 2.1 and 2.2)	Not Evaluated	
1.4.6 Contrast (Enhanced) (Level AAA)	Not Evaluated	
1.4.7 Low or No Background Audio (Level AAA)	Not Evaluated	
1.4.8 Visual Presentation (Level AAA)	Not Evaluated	
1.4.9 Images of Text (No Exception) (Level AAA)	Not Evaluated	
2.1.3 Keyboard (No Exception) (Level AAA)	Not Evaluated	
2.2.3 No Timing (Level AAA)	Not Evaluated	
2.2.4 Interruptions (Level AAA)	Not Evaluated	
2.2.5 Re-authenticating (Level AAA)	Not Evaluated	
2.2.6 Timeouts (Level AAA 2.1 and 2.2)	Not Evaluated	
2.3.2 Three Flashes (Level AAA)	Not Evaluated	
2.3.3 Animation from Interactions (Level AAA 2.1 and 2.2)	Not Evaluated	
2.4.8 Location (Level AAA)	Not Evaluated	
2.4.9 Link Purpose (Link Only) (Level AAA)	Not Evaluated	
2.4.10 Section Headings (Level AAA)	Not Evaluated	
2.4.12 Focus Not Obscured (Enhanced) (Level AAA 2.2 only)	Not Evaluated	
2.4.13 Focus Appearance (Level AAA 2.2 only)	Not Evaluated	
2.5.5 Target Size (Level AAA 2.1 and 2.2)	Not Evaluated	
2.5.6 Concurrent Input Mechanisms (Level AAA 2.1 and 2.2)	Not Evaluated	
3.1.3 Unusual Words (Level AAA)	Not Evaluated	
3.1.4 Abbreviations (Level AAA)	Not Evaluated	
3.1.5 Reading Level (Level AAA)	Not Evaluated	
3.1.6 Pronunciation (Level AAA)	Not Evaluated	
3.2.5 Change on Request (Level AAA)	Not Evaluated	

Criteria	Conformance Level	Remarks and Explanations
3.3.5 Help (Level AAA)	Not Evaluated	
3.3.6 Error Prevention (All) (Level AAA)	Not Evaluated	
3.3.9 Accessible Authentication (Enhanced) (Level AAA 2.2 only)	Not Evaluated	

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