BEFORE YOU POST TO THE WEBSITE:

Did I…

☐   Add **alt text / long descriptions** to images?

☐   Create **closed captioning** (or transcripts) for any video / audio files?

☐   Post **image text** inside the text editor? (e.g. Canva graphic, link icons)

☐   Check my **document** (.doc, .pdf, .ppt) to make sure it's compliant?

☐   Describe how to **activate a link**? (e.g. Click here to read article.)

☐   Double check **all content being uploaded** to make sure it has:
*good color contrast (7:1 ratio)
*standardized fonts
*large text (12 pt or 16px minimum)
*no background images
*minimal flashing (non seizure inducing)
*easy to navigate outlines

☐   Contact Clasine Lester (Clasine.Lester@isd518.net) or Drew Johnson (drew@ruryl.com) if I have questions?