

# Leepfrog Technologies, Inc. Accessibility Conformance Report

VPAT® Version 2.3 – August 2023

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Name of Product/Version:

CourseLeaf SYL

### Product Description:

This is a cross browser web application used to manage course Syllabi for postsecondary institutions.

#### Date Completed:

August 2023

#### Contact information:

accessibility@courseleaf.com

#### Evaluation Methods Used:

Every attempt has been made to ensure that this application is accessible to as many people as possible and supports any combination of all major browser, operating system, and assistive technologies.

Internal testing is completed twice a year using our default template with generic content. In addition, new elements are developed with accessibility in mind and are tested (internally and by clients) before being added to our core software. Finally, any feedback from our clients regarding accessibility is evaluated and added to our cores software so it can benefit the entire higher education community.

We are also extremely lucky to have a very active accessibility community with our clients and take every opportunity to integrate any suggestions into our core software to benefit the entire community.



#### General Notes:

This document is scoped to include only course syllabi web pages. Content is primarily static text and tables. Beyond a computer (Windows, Mac, iPhone, Android), a modern browser (the last three released versions of Edge, Chrome, Firefox, or Safari) and input device(s) equivalent to a mouse and keyboard, no additional hardware or software is required.

WCAG documentation requires a conformance level of "supports" where there are no relevant instances of the criteria within the application. When this happens, it will be noted in the "Remarks and Explanations" column as "Not applicable".



## 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, at <a href="http://www.w3.org/TR/2008/REC-WCAG20-20081211/">http://www.w3.org/TR/2008/REC-WCAG20-20081211/</a>	Levels A & AA
Web Content Accessibility Guidelines 2.1 at <a href="https://www.w3.org/TR/WCAG21/">https://www.w3.org/TR/WCAG21/</a>	Levels A & AA
Revised Section 508: as published by the U.S. Access Board in the Federal Register on January 18, 2017	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 Report Notes

Tables 1 and 2 also document WCAG conformance which Also applies to 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 2.1 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>.

**Note:** WCAG documentation requires a conformance level of "supports" where there are no relevant instances of the criteria within the application. When this happens, it will be noted in the "Remarks and Explanations" column as not applicable.



Table 1: Success Criteria, Level A

Criteria	Conformance	Remarks and Explanations
<ul> <li>1.1.1 Non-text Content</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application contains no non-text content (beyond images and standard exceptions such as a logotype and icons). Text alternatives are provided where appropriate.
1.2.1 Audio-only and Video-only (Prerecorded)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application does not use audio input or output.
<ul> <li>1.2.2 Captions (Prerecorded)</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application contains no video component.



Criteria	Conformance	Remarks and Explanations
1.2.3 Audio Description or Media  Alternative (Prerecorded)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application does not use audio input or output.
<ul> <li>1.3.1 Info and Relationships</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports with Exception	Application uses semantic markup, page headers are used and nested correctly, tables contain at least one set of headers and scope attributes are present.  Empty header exists on one table on an admin only page, some elements not contained in landmarks on admin only pages, some admin pages missing main landmark, and some h1 elements missing accessible name. Work to resolve these exceptions is underway and expected to be completed no later than Q1 of 2024.
<ul> <li>1.3.2 Meaningful Sequence</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports with Exception	Right side "On This Page" navigation is coded directly after Left sidebar navigation though the main content area is shown in between. Aside from this, no tab orders have been altered and are sequenced as expected.



Criteria	Conformance	Remarks and Explanations
<ul> <li>1.3.3 Sensory Characteristics</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application contains no instructions.
1.4.1 Use of Color  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Color alone is never used as the sole conveyance of any information.  Application uses well established and accessible visual conventions (i.e. icons with alternative text and styling link text to be underlined) to ensure visual users can infer meaning without the perception of color.
<ul> <li>1.4.2 Audio Control</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application does not use audio input or output.



Criteria	Conformance	Remarks and Explanations
<ul> <li>2.1.1 Keyboard</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	All functionality is available to keyboard users and no timing restriction requirements exist.
<ul> <li>2.1.2 No Keyboard Trap</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	No Keyboard Traps exist.
2.1.4 Character Key Shortcuts (Level A 2.1 only)	Supports	No keyboard shortcuts exist.  No Character Key Shortcuts exist.
<ul> <li>2.2.1 Timing Adjustable</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application contains no instances where a time limit is used.



Criteria	Conformance	Remarks and Explanations
<ul> <li>2.2.2 Pause, Stop, Hide</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application contains no content which would require these options (i.e. video, audio, 'carousel' images, etc.). Content is primarily static text.
2.3.1 Three Flashes or Below Threshold  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application contains no elements which flash.
<ul> <li>2.4.1 Bypass Blocks</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Users are able to bypass large sections of repetitive content using established and accessibility conventions such as Skip Navigation.



Criteria	Conformance	Remarks and Explanations
<ul> <li>2.4.2 Page Titled</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Support	Each page contains a unique <title> in the &lt;head&gt; which provides context for that page's specific content. Titles are derived from the name of the page, entered by the client.&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;2.4.3 Focus Order  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)&lt;/td&gt;&lt;td&gt;Supports&lt;/td&gt;&lt;td&gt;Right side "On This Page" navigation is coded directly after Left sidebar navigation though the main content area is shown in between. Aside from this, no tab orders have been altered and are sequenced as expected.&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;2.4.4 Link Purpose (In Context)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)&lt;/td&gt;&lt;td&gt;Supports&lt;br&gt;with&lt;br&gt;exceptions&lt;/td&gt;&lt;td&gt;Links are created using applicable text which provides context to users.  The help icon/link on 4 admin only pages are missing appropriate markup. Work to resolve this exception is underway and expected to be completed no later than Q1 of 2024.&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;2.5.1 Pointer Gestures (Level A 2.1 only)&lt;/td&gt;&lt;td&gt;Supports&lt;/td&gt;&lt;td&gt;Application contains no complex interactions&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;2.5.2 Pointer Cancellation (Level A 2.1 only)&lt;/td&gt;&lt;td&gt;Supports&lt;/td&gt;&lt;td&gt;Standard browser interactions are not altered unless dictated by best practices.&lt;/td&gt;&lt;/tr&gt;&lt;/tbody&gt;&lt;/table&gt;</title>



Criteria	Conformance	Remarks and Explanations
2.5.3 Label in Name (Level A 2.1 only)	Supports	Inputs all contain labels relevant to their content.
2.5.4 Motion Actuation (Level A 2.1 only)	Supports	Application contains no motion actuation.
3.1.1 Language of Page  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Solutions are developed in conjunction with, and are custom to, the client's needs.
3.2.1 On Focus  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	No functionality or change of context is initiated solely by hovering or focusing on any element. An explicit request from the user is needed.
3.2.2 On Input  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	



Criteria	Conformance	Remarks and Explanations
3.3.1 Error Identification  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application does not do any error checking.
3.3.2 Labels or Instructions  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports With exceptions	Some form controls are missing appropriate labels. Work to resolve these exceptions is underway and expected to be completed no later than Q1 of 2024.
<ul> <li>4.1.1 Parsing</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports with Exception	Some duplicate IDs exist on admin only pages. Work to resolve this exception is underway and expected to be completed no later than Q1 of 2024.



Criteria	Conformance	Remarks and Explanations
<ul> <li>4.1.2 Name, Role, Value</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports with Exception	On one admin only page there is an ARIA role that is not supported by its element. Work to resolve this exception is underway and expected to be completed no later than Q1 of 2024.

Table 2: Success Criteria, Level AA

Criteria	Conformance	Remarks and Explanations
1.2.4 Captions (Live) (Level AA)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application contains no video or audio components.
1.2.5 Audio Description (Pre-recorded) (Level AA) Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)	Supports	Application contains no video or audio components.



Criteria	Conformance	Remarks and Explanations
• 602.3 (Support Docs)		
1.3.4 Orientation (Level AA 2.1 only)	Supports	Orientation is not restricted, and all pages are responsive.
1.3.5 Identify Input Purpose (Level AA 2.1 only)	Supports	Inputs are labelled but are missing programmatically discernible relationships.
1.4.3 Contrast (Minimum) (Level AA)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application's default styles include only colors which meet contrast guidelines.
<ul> <li>1.4.4 Resize text (Level AA)</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application is responsive which ensures text can be resized to over 300% without loss of content, functionality, or need to scroll more than one direction.
1.4.5 Images of Text (Level AA)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application contains no images of text (beyond standard exceptions such as a logotype and icons). These meet contrast requirements and text alternatives are provided where appropriate.



Criteria	Conformance	Remarks and Explanations
1.4.10 Reflow (Level AA 2.1 only)	Supports	Application is responsive which ensures text can be resized to over 300% without loss of content, functionality, or need to scroll more than one direction.
1.4.11 Non-text Contrast (Level AA 2.1 only)	Supports	Visual information required to identify user interface components and states, except for inactive components or where the appearance of the component is determined by the user agent meet or exceed requirements.
1.4.12 Text Spacing (Level AA 2.1 only)	Supports with Exception	Default template styles do not alter letter and word spacing. Line heights are 1.5.  Paragraphs only have a row of spacing after them.
1.4.13 Content on Hover or Focus (Level AA 2.1 only)	Supports	No content is display or interaction initiated using only focus or hover.
<ul> <li>2.4.5 Multiple Ways (Level AA)</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Application only contains main console page and individual syllabi pages.
<ul> <li>2.4.6 Headings and Labels (Level AA)</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> </ul>	Supports	Content, including heading and label text, is provided by the client and assumed to meet the accessibility requirements of that institution.



Criteria	Conformance	Remarks and Explanations
• 602.3 (Support Docs)		
<ul> <li>2.4.7 Focus Visible (Level AA)</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	
3.1.2 Language of Parts (Level AA)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Solutions are developed in conjunction with, and are custom to, the client's needs.
<ul> <li>3.2.3 Consistent Navigation (Level AA)</li> <li>Also applies to Revised Section 508:</li> <li>501 (Web)(Software)</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs)</li> </ul>	Supports	Pages are created using the same template and a shared stylesheet, insuring a very high level of consistency across the entire site.
3.2.4 Consistent Identification (Level AA) Also applies to Revised Section 508:  • 501 (Web)(Software)	Supports	Pages are created using the same template and a shared stylesheet, insuring a very high level of consistency across the entire site.



Criteria	Conformance	Remarks and Explanations
<ul><li>504.2 (Authoring Tool)</li><li>602.3 (Support Docs)</li></ul>		
3.3.3 Error Suggestion (Level AA)  Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application does not do any error checking.
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) Also applies to Revised Section 508:  • 501 (Web)(Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	Application does not do any error checking.
4.1.3 Status Messages (Level AA 2.1 only)	Supports	Application contains no Status Messages



## Revised Section 508 Report

## Chapter 3: Functional Performance Criteria (FPC)

Criteria	Conformance	Remarks and Explanations
302.1 Without Vision	Supports	We leverage semantic markup and WAI-ARIA to ensure programmatically discernible roles, values, names, and relationships are available to Assistive Technology.
302.2 With Limited Vision	Supports	Font can be resized to 300% without loss of information or interaction, orientation is not fixed, and contrasts meet or exceed WCAG 2.1 AA compliance.
302.3 Without Perception of Color	Supports	Color alone is never used as the sole conveyance of any information.  Application uses well established and accessible visual conventions (i.e. icons with alternative text and styling link text to be underlined) to ensure visual users can infer meaning without the perception of color.
302.4 Without Hearing	Supports	Application does not use audio input or output.
302.5 With Limited Hearing	Supports	Application does not use audio input or output.
302.6 Without Speech	Supports	Application does not use speech input.
302.7 With Limited Manipulation	Supports	Application requires no interaction beyond normal keyboard operation (or the AT equivalent).
302.8 With Limited Reach and Strength	Supports	Application requires no interaction beyond normal keyboard operation (or the AT equivalent).



Criteria	Conformance	Remarks and Explanations
302.9 With Limited Language,	Supports	Content is provided by the client and assumed to meet the requirements of their individual
Cognitive, and Learning Abilities		institution, as well as being appropriate for the intended audience.

## Chapter 6: Support Documentation and Services

**Note:** Client facing software has a limited number of trained users and a designated contact on the client's side and ours. Additional information can be accessed by these users through web-based documentation (there is a help link on every page) as well as personalized training and support via phone or webinar (organized though the appointed contacts). Web based documentation also has an accessible pdf version available on every page which can be downloaded or printed as desired. In addition, documentation is created on a client by client basis for any custom development done for them.

Leepfrog has dedicated teams for Support and training that are available 7am – 7:30pm CST every day except standard Higher Ed holidays.

Clients normally want us to invisible to students and faculty, student/faculty facing support is handled by the clients and escalated to us as needed.

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	VPATs and an Accessibility Statement are available upon request in an accessible format. Additional inquires can be sent to accessibility@courseleaf.com.
602.3 Electronic Support Documentation	See WCAG section	See information in WCAG section
602.4 Alternate Formats for Non-Electronic Support Documentation	Supports	All support documentation is web based but can also be downloaded or printed from an accessible PDF document found on each page of the support site.  In addition, documentation is created on a client by client basis for any custom development done for them.
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Supports	VPATs and an Accessibility Statement are available upon request in an accessible format. Additional inquires can be sent to accessibility@courseleaf.com.
603.3 Accommodation of Communication Needs	Supports	Support and training are available through documentation (web and print), phone, webinar, and email.



## Legal Disclaimer Leepfrog Technologies, Inc.

CourseLeaf products are designed to ensure that your content is available universally. This requires conformity to current accessibility standards that pertain to web-based applications, and a commitment to ensure content is usable for everyone regardless of their level of visual, hearing, motor or cognitive abilities. We understand the importance of allowing your students, faculty, and staff to use our software in a manner that enhances their education or ability to educate.

This document pertains specifically to SYLO functionality, an add-on to the CourseLeaf suite of tools, and its base configuration. Although we work closely with our institutions to ensure compliance, there are times when their branding guidelines, or other institution specific requirements may introduce some level of non-compliance.

To the best of our knowledge, the information contained herein is accurate and reliable as of the date of publication; however, we do not assume any liability whatsoever for the accuracy and completeness of the above information. Leepfrog Technologies, Inc. makes no warranties which extend beyond the description contained herein. Any information given in this document does not constitute any warranty.

If you have any additional questions, concerns, or suggestions, please email us to initiate a dialog - accessibility@courseleaf.com.