Accessibility Statement for the University of Edinburgh Wiki

Website accessibility statement inline with Public Sector Body (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018

This accessibility statement applies to https://www.wiki.ed.ac.uk/

This website is run by Information Services, University of Edinburgh. We want as many people as possible to be able to use this application. For example, that means you should be able to:

- Using your browser settings, change colours, contrast levels and fonts
- zoom in up to 200% without the text spilling off the screen
- listen to most of the website using a screen reader (including the most recent versions of Job Access with Speech (JAWS), NonVisual Desktop Access (NVDA) and VoiceOver)
- use the website even if JavaScript is turned off

Customising the website

AbilityNet has advice on making your device easier to use if you have a disability. This is an external site with suggestions to make your computer more accessible:

AbilityNet - My Computer My Way

With a few simple steps you can customise the appearance of our website using your browser settings to make it easier to read and navigate:

Additional information on how to customise our website appearance

If you are a member of University staff or a student, you can use the free SensusAccess accessible document conversion service:

Information on SensusAccess

How accessible this website is

We know some parts of this website are not fully accessible:

- Navigating pages may not be possible by using the keyboard alone
  - For example, after moving focus to the search box, it is not possible to close the search overlay without being returned to the top of the page
- Images and icons may not have alternative text
  - For example, the icons that indicate whether pages are restricted do not have alternative text
- Attached PDF and office documents aren’t fully accessible to screen reader software
- Videos don’t have captions
- Some formatting may not meet the required standard for contrast
  - For example, the product vendor information links in the footer do not have sufficient contrast
- Dynamic content may not be announced
  - There is no announcement when switching between “Recently worked on” and “Recently visited” on the homepage
- Navigating by links may be difficult due to multiple links using the same link text
  - For example, multiple pages listed in the “All Updates” section on the home page can have an icon with text “Page” and a link with text “view change”
- There is no special help section for accessibility

Feedback and contact information

If you need information on this website in a different format, including accessible PDF, large print, audio recording or braille:

- email service.management@ed.ac.uk
- telephone +44 (0)131 650 9299
- British Sign Language (BSL) users can contact us via contactSCOTLAND-BSL, the on-line BSL interpreting service.

We’ll consider your request and get back to you in 5 working days.

Reporting accessibility problems with this website

We are always looking to improve the accessibility of this website. If you find any problems not listed on this page, or think we’re not meeting accessibility requirements, please contact:

- email service.management@ed.ac.uk
- telephone +44 (0)131 650 9299
- British Sign Language (BSL) users can contact us via contactSCOTLAND-BSL, the on-line BSL interpreting service.

We’ll consider your request and get back to you in 5 working days.
Enforcement procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 (the 'accessibility regulations'). If you’re not happy with how we respond to your complaint please contact the Equality Advisory and Support Service (EASS) directly:

Contact details for the Equality Advisory and Support Service (EASS)

The government has produced information on how to report accessibility issues:

Reporting an accessibility problem on a public sector website

Contacting us by phone using British Sign Language

British Sign Language service

contactSCOTLAND-BSL runs a service for British Sign Language users and all of Scotland’s public bodies using video relay. This enables sign language users to contact public bodies and vice versa. The service operates 24 hours a day, 7 days a week.

contactSCOTLAND-BSL service details

Technical information about this website's accessibility

The University of Edinburgh is committed to making its websites and applications accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

This website is partially compliant with the Web Content Accessibility Guidelines (WCAG) 2.1 AA standard, due to the non-compliances listed below. The full guidelines are available at:

Web Content Accessibility Guidelines (WCAG) 2.1 AA standard

Non accessible content

The content listed below is non-accessible for the following reasons.

Non-compliance with the accessibility regulations

The following items to not comply with the WCAG 2.1 AA success criteria:

- Some images and icons do not have alternative text
  - 1.1 Non-text Content
- Embedded video content does not include captions
  - 2.2 Captions (Prerecorded)
- The order of heading tags is not ordered correctly on all pages. Heading level are occasionally skipped
  - 3.1: Info and Relationships
- Contrast for text does not always meet the minimum standard
  - 4.3: Contrast (Minimum)
- Block Capitals are used in some titles and menus
  - 4.3: Contrast (Minimum)
- Some elements and overlays do not collapse into a single column on narrow viewports
  - 4.10 Reflow
- Pages cannot be easily navigated or edited using only a keyboard
  - 1.1: Keyboard
- Shortcut keys for editing pages are announced by screen readers but do not function when pressed
  - 1.4: Character Key Shortcuts
- Automatic play is enabled on some audio and video content
  - 2.2 Pause, Stop, Hide
- A main content region is not provided on Wiki pages, therefore most of the page content is not contained in a landmark region
  - 4.1: Bypass blocks
- Pages contain adjacent links to the same location and repeated link text
  - 4.4: Link Purpose (In Context)
- Links to page regions “skip to link” do not become visible with focus
  - 4.7 Focus Visible
- The document language is not identified on any pages
  - 1.1: Language of Page
- Not all form elements have labels
  - 3.2 Labels or Instructions
- Some help pages are direct links to 3rd party vendor documentation which includes terms or details of unavailable features that users may find confusion
  - 3.5 - Help
• Navigation keys for some screen readers are still active after navigating to editable content
  • 1.2: Name, Role, Value
• Some dynamic changes to content or elements is not announced
  • 1.2: Name, Role, Value
  • 1.3 Status Messages

Disproportionate burden
We are not currently claiming that any accessibility problems would be a disproportionate burden to fix.

Content that’s not within the scope of the accessibility regulations

PDFs and Office Documents
Many of our older attached/linked PDFs and MS Office documents are not fully accessible, for example, and they may not be easy to view using a screen reader. The accessibility regulations do not require us to fix PDFs or other documents published before 23 September 2018 if they’re not essential to providing our services.

For example: Senior Honours Project Guide 2016/2017

Archived Pages
Many of our Wiki pages were produced prior to 23 September 2018 and are no longer in use for active processes or procedures. The accessibility regulations do not require us to fix content published before 23 September 2018 if they’re not essential to providing our services.

For example: Service Report for August 2014

What we’re doing to improve accessibility
We will continue to address the accessibility issues highlighted. Where issues are within our direct control, we will work to provide a significant improvement by August 2021 where resources allow.

However, many of the highlighted issues are non-configurable elements of a 3rd-party product and therefore out with our direct control. Such issues were reported to the supplier on publication of this statement, 7th September 2020.

Much of the content in the Wiki is produced by users of the system from all areas of the organisation. Guidance is available centrally on the creation of accessible content. This will be shared with Wiki users as a regular reminder that content must be produced and updated in line with accessibility guidance. We also plan to introduce accessibility aspects to existing Wiki training courses by August 2021.

Users embedding media content encouraged to use automated subtitles provided by our organisation’s media asset management service.

While we are in the process of resolving these accessibility issues, or where we are unable, we will ensure reasonable adjustments are in place to make sure no user is disadvantaged. As changes are made, we will continue to review accessibility and retest the accessibility of this website.

Preparation of this accessibility statement
This statement was prepared on 7th August 2020. It was last reviewed on 20th August 2020.

This website was last tested by the University of Edinburgh’s Disability Information Officer in July 2020, primarily using the Internet Explorer browser (11.0.9600.19236) alongside Mozilla Firefox and Microsoft Edge for comparative purposes. Internet Explorer was chosen due to it being the most commonly used browser by disabled people, alongside its accessibility features and compatibility with assistive technology, as shown in a UK government survey: the Government Assistive Technology Browser Survey. Automated testing, using WAVE WebAim and the Squiz Codesniffer Bookmarklet, was also undertaken to supplement the findings.

We tested:
• Spellcheck functionality
• Scaling using different resolutions
• Options to customise the interface (magnification, font, background colour et. cetera)
• Keyboard navigation
• Data validation
• Warning of links opening in a new tab or window
• Information conveyed in colour or sound only
• Flashing or scrolling text
• Operability if JavaScript is disabled
• Use with screen reading software (e.g. JAWS)
• Assistive Software (TextHelp Read and Write, ZoomText)
• Tooltips and text alternatives for any non-text content
• Time limits