Level A Beginner

Guideline	Summary	LearningTree Education Status
1.1.1 – Non-text Content	Provide text alternatives for non-text content	Alt-tag, image descriptions are embedded within the content.
1.2.1 – Audio-only and Video-only (Pre-recorded)	Provide an alternative to video-only and audio-only content	Videos have transcripts and closed captioning available.
1.2.2 – Captions (Pre-recorded)	Provide captions for videos with audio	Videos have closed captioning available.
1.2.3 – Audio Description or Media Alternative (Pre-recorded)	Video with audio has a second alternative	Printable transcripts are available for videos with audio.
1.3.1 – Info and Relationships	Logical structure	All content is designed using a template that clearly identifies headings, subheadings and lists using proper HTML tags.
1.3.2 – Meaningful Sequence	Present content in a meaningful order	All content is presented in a clear, meaningful order. Navigation is separate from the content and paragraphs are presented in proper order.
1.3.3 – Sensory Characteristics	Use more than one sense for instructions	Directions are written clearly and when appropriate reference more than one sense.
1.4.1 – Use of Color	Don't use presentation that relies solely on color	When presenting information, a combination of words on the page, with graphics is used to convey meaning, not relying solely on color.

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1.4.2 – Audio Control	Don't play audio automatically	Students have total control of audio and are able to start, stop and replay audio as desired. We do not play audio automatically.
2.1.1 – Keyboard	Accessible by keyboard only	Pages are easily navigated using basic keyboard commands such as tab, enter, and arrow keys.
2.1.2 – No Keyboard Trap	Don't trap keyboard users	To our knowledge, there are no keyboard traps within our content.
2.2.1 – Timing Adjustable	Time limits have user controls	There are no time limits on LearningTree Education's content.
2.2.2 – Pause, Stop, Hide	Provide user controls for moving content	There is no use of animated gifs that the student cannot pause, stop or hide.
2.3.1 – Three Flashes or Below	No content flashes more than three times per second	There is no use of content that flashes more than three times per second.
2.4.1 – Bypass Blocks	Provide a 'Skip to Content' link	LearningTree Education is currently reviewing the level of effort to add "Skip to Content" links within page content.
2.4.2 – Page Titled	Use helpful and clear page titles	All content uses clear and meaningful page titles.
2.4.3 – Focus Order	Logical order	Content is organized in a logical order. Students are easily able to use the Tab key to step through page content in the correct order.
2.4.4 – Link Purpose (In Context)	Every link's purpose is clear from its context	LT Education content does not utilize third-party external links very often, but when links are used they are given meaningful titles.
3.1.1 – Language of Page	Page has a language assigned	All LearningTree Education content specifies the default language as English.
3.2.1 – On Focus	Elements do not change when they receive focus	No page elements change purely by receiving focus.
3.2.2 – On Input	Elements do not change when they receive input	Students are required to press "Submit" once answers are input.
3.3.1 – Error Identification	Clearly identify input errors	LearningTree text input fields provide input instructions for students.

3.3.2 – Labels or Instructions	Label elements and give instructions	Input fields are labeled, and instructions are provided.
4.1.1 – Parsing	No major code errors	LearningTree Education courses use proper HTML conventions and are run through an HTML Validation tool to ensure all elements have complete start and end tags.
4.1.2 – Name, Role, Value	Build all elements for accessibility	All content elements are built for accessibility and conform to HTML-like standards.

Level AA (Intermediate)

Guideline	Summary	LearningTree Education Status
1.2.4 – Captions (Live)	Live videos have captions	Not applicable. Live videos are currently not used in courses.
1.2.5 – Audio Description (Pre-recorded)	Users have access to audio description for video content	Videos have closed captioning and transcripts available. LearningTree Education is scoping the level of effort to add audio descriptions to transcripts.
1.4.3 – Contrast (Minimum)	Contrast ratio between text and background is at least 4.5:1	Course content uses a greater contrast ratio than specified.
1.4.4 – Resize Text	Text can be resized to 200% without loss of content or function	Content may be resized to greater than 200%
1.4.5 – Images of Text	Don't use images of text	Plain text is always used when possible.
2.4.5 – Multiple Ways	Offer several ways to find pages	Page navigation is provided at the bottom and top of every page.
2.4.6 – Headings and Labels	Use clear headings and labels	Pages make proper use of headings, subheadings and labels.
2.4.7 – Focus Visible	Ensure keyboard focus is visible and clear	Keyboard focus is given to all elements as students tab through pages.
3.1.2 – Language of Parts	Tell users when the language on a page changes	All content is tagged to the main language at the page-template-level. We are evaluating the level of effort to add in language changes.
Guideline	Summary	LearningTree Education Status
3.2.3 – Consistent Navigation	Use menus consistently	All navigation and menus are part of a standard template that

		is used across all courses to ensure consistency.
3.2.4 – Consistent Identification	Use icons and buttons consistently	All icons and buttons are part of a standard template that is used across all courses to ensure consistency.
3.3.3 – Error Suggestion	Suggest fixes when users make errors	Formative feedback is used to help students determine the correct answers.
3.3.4- Error Prevention (Legal, Financial, Data)	Reduce the risk of input errors for sensitive data	LearningTree Education courses do not collect sensitive data.