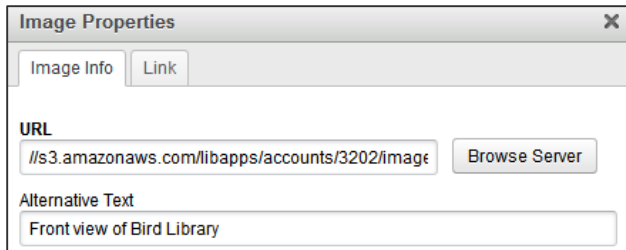


Web Accessibility in LibGuides

IMAGES

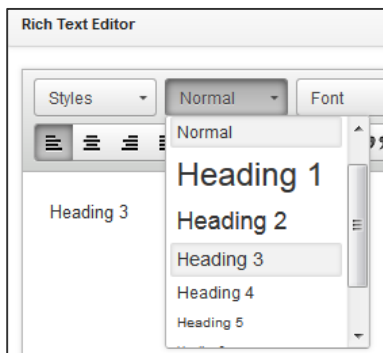


FONTS

- » Use Font Family: Arial
- » Minimum font size: 11pt (or default)
- » Do not add background color.
- » Use WYSIWYG Paragraph dropdown below for formatting.

HEADINGS

- » Do not use h1 or h2 headings.
- » H1 heading is page title.
- » H2 headings are box titles.
- » Use only h3 and lower headings.
- » Use WYSIWYG headings from the Paragraph dropdown to ensure headings are hierarchical.



CONTENT

- » Follow [About > Departments > Communications > Editorial Style](#) guidelines
- » “Chunk” content using paragraphs, short sentences, bullets, and headings.

HYPERLINKS

Links

[Syracuse University website](#)
[Privacy Policy \[PDF\]](#)

- » The visible part of the link (link text) must describe the link.
- » Do not display full URL text on webpage.
- » Document links (i.e., PDF) have document type in the visible part of the link text as shown.
- » Open in SAME window if link goes to content controlled by SUL.
- » Open in a NEW window for external content, documents, and email addresses. Enter “Opens in a new window” in the Title field.

VIDEO AND AUDIO PLAYERS

- » Include a direct hyperlink to the video or audio files.
- » Captions are required and transcripts recommended.

TABLES

- » Avoid tables for layout or data unless absolutely necessary.
- » Contact LITS for assistance when building tables.

LINKS

- » SU ITS Technology and Accessibility Information
<http://its.syr.edu/accessible-tech>