

Accessibility Resources

- **Chancellor's Office Distance Education Accessibility Guidelines:**
<http://www.htctu.net/dlguidelines/2011%20Distance%20Education%20Accessibility%20Guidelines%20FINAL.pdf>
- **Web Accessibility Guidelines from Cuyamaca's DSPPS (Disabled Students Programs and Services) office:**
http://www.cuyamaca.edu/dsps/web_accessibility.asp
- **Accessibility Workshop Materials:** <http://www.cuyamaca.edu/tlc/workshops/access/default.asp>
- **Accessibility Checklist:**
<http://www.cuyamaca.edu/tlc/workshops/access/pdf/accesschecklist.pdf>
- **MS Office 2010 Accessibility Checker:**
<http://www.cuyamaca.edu/tlc/workshops/pdf/office-2010-accessibility-checker.pdf>

Directions for MS Office 2010 Accessibility Checker:

1. Click the File tab.
2. Click Info.
3. Under Prepare for Sharing, an alert will appear if the Accessibility Checker has found any problems.
4. If there is an alert, click the Check for Issues button, then click Check Accessibility.
5. You are returned to your file where the Accessibility Checker task pane is open, showing the inspection results.
6. Click on a specific issue to see Additional Information and steps you can take to fix or revise the content.