

**Presented by Emily Archer:**

**For the Edmonton Human Rights Committee meeting this evening for anyone wanting to learn how to create Accessible Documents:**

For the majority of us maneuvering through websites, reading attachments to emails, completing applications, and requesting online information seems to be a relatively easy task. But for individuals with vision, motor, learning and neurological disabilities, tasks like these can be daunting.

**Accessible Document Guides, Videos**

**How to make accessible documents and multimedia. These videos are excellent and range from 2 mins to 5 mins long and are very helpful.**

<https://www.section508.gov/create>

**Accessibility, Accommodation, and Adaptive Computer Technology (AAACT)**

<https://a11y.canada.ca/en/guides/>

**PDF Accessibility Overview**

<https://www.images2.adobe.com/content/dam/acom/en/accessibility/products/acrobat/pdfs/acrobat-xi-pdf-accessibility-overview.pdf>

**Public Service employees can also take the Accessibility Workshop below from AAAC on MS Teams:**

**November 23, 2021**

**AAACT Document Accessibility Workshop (English session)**

**Hosted by:** The Accessibility, Accommodation and Adaptive Computer Technology (AAACT) at Shared Services Canada

**Event details**

Every document created must be accessible by default. This workshop will teach participants how to implement accessibility requirements through presentations, demonstrations, and exercises. Participants will be able to explain the importance of accessibility. Participants will learn how to apply the basic principles of accessibility to produce and remediate accessible content in various formats (for example Word documents, PDF, PowerPoint). Participants will learn how to perform preliminary accessibility checks. Participants will also understand how accessible documents increase efficiencies pertaining to material conversion into other formats and to respond to multiple format requests.

Audience: GC Employees and Managers

- **Date:** November 23, 2021
- **Time:** 1 to 4 pm Eastern Time
- **Location:** Microsoft Live Event
- [Join Live Event](#)

If you have any questions, please [contact the AACT program.](#)