

Understanding accessibility and being able to identify and correct bugs

New-Hire zero to limited knowledge

Convey the importance of the meaning of accessibility. They can understand the importance of this is the law and is very needed for over a million Canadians that are non-sighted.

What they will need.

Offered a course at the AAAC
Offer some on hand training from Justice.
About tools that will be used
Current, **Axe, Lighthouse, NVDA, JAWS** and others that can be introduced.
Point out specific sections of a page and break it down into its components.

Offer teaching aides and documentation for reference.
Daily sprints with current staff and managers.

Hiring criteria:
Offer a short test in the hiring process.
At least some base knowledge of HTML and CSS.
Show compassion for the topic.
Have done other volunteer work.



The current Assessment team offers the practical information and experience in the Dept. of Justice policies, methodologies, and observations

What they offer

Share all information that has been obtained from current work in accessibility.
Assist in indoctrination for onboarding
Offer mentoring and fellowship..

Current Assement Staff have various degrees of operational knowledge

Sharing the knowledge gained on the assessments of projects
Building a team:
Share the DevOps process and identify the bugs and the reasons why they are classified as bugs.

Understanding accessibility and being able to identify and correct bugs

Accessibility team, Managers, course instruction on DevOPS to make new developers familiar with all the processes and what will be required in the there daily tasks reflecting on quality and expected quantity daily from them.

New developer familiarize with the report

New developers should be able to go through the word document easily and could direct to the issue.

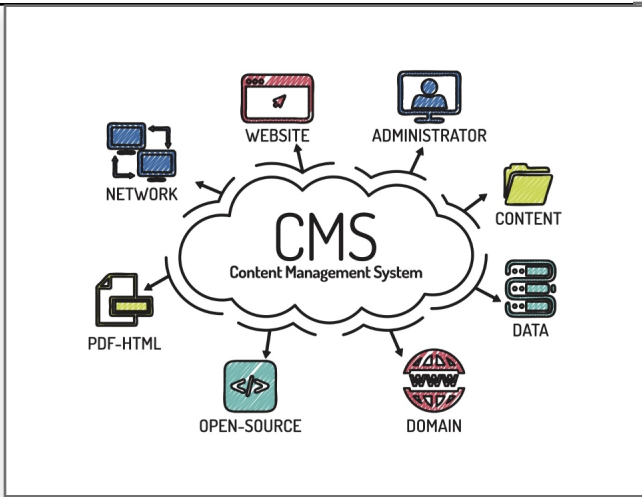
Justice Resources

All current staff to aide in mentoring new developers or designers to ramp up quickly to meet the challenges of a quick development cycle.

Lessons Learned

Time is a key factor to have the new developers to have a easy learning curve at the beginning and focus on key areas at first that may have low to medium issues. Define early on any weakness of focus or concern to the to solving the result of the original audit.

New dev mentors to expect a high quality of work at the beginning. Quantity of this expected later.



Other teams may have different CMS and not use DevOPS. Or could share a common file that can be duplicated for their needs, but then an issue synchronization could be problematic. Develoipers in other groups in DOJ may varie in the process and methods

Anomalies Table				
#	URL	Anomalies Description	Comments/Suggestions/Possible Fixes	Priority Level
1	Please see the bottom of Bug Repro steps for a full list of links	Bug 3154 : [U] Screen reader with mouse holder is unable to read out images due to missing alt text.	WCAG Criteria: <ul style="list-style-type: none">Images of Text (Level AA)2.4.3 Focus Order (Level A)3.2.4 Consistent Identification (Level AA)Principle 1 – PerceivablePrinciple 3 – UnderstandableGuideline 4.1 Compatible <p>Possible Fix: https://developer.mozilla.org/en-US/docs/Learn/Tools_and_testing/Cross_browser_testing/Accessibility</p>	High*

What is needed!

Assigned bugs per day that cover a particular issue.
For example: color, contrast and focus.
New developer is focused tasks to build up there confidence in the proper use of HTML5 and CSS3 as well as WCAG 2.1 2.2. Follow up on n the next scrum session to get there feed back and any problems they may of had and offer a quick solution so the issue is solved if possible by next scrum.

Developer is in continuous loop on the processes to act in confidence of the required result.

Understanding accessibility and being able to identify and correct bugs

Developer Responsibilities

WHY

Accessibility has been brought to the forefront of web and application development. This requires a modified HTML5 understanding of how it is made. and to meet W3C/DOJ standards.

WHERE

At present there is a requirement for new developers work on site to gain specific and unique solutions to make the pages accessible.
Once new developer shows there skills and accuracy in bring bugs to acceptance could work off site 3 days a week.. meet quality and quantity.

WHAT

What new developers and designers are required to do, when and how to do it here at DOJ making pages/applications WCAG accessible.

HOW

DOJ will supply training and resources based on the new developers initial skills. If knowledge and experience as been achieved will speed up the process.

WHEN

The new developer would have time to ramp up but in time will need to produce a large the volume of issues of the DOJ has currently under repair.

WHO

The importance of who this is for the Canadian public who have some form of accessibility limitation to be able to do anything they can do.



Accessibility for Justice Canada

Understanding accessibility and being able to identify and correct bugs

Reporting Process

Bug Recorded

The team lead creates a ticket assigning items from the main bug report word document as a reference and link to the DevOps/CMS file. With DevOps/CMS open the developer accepts the assignment. Gets ready to proceed to possible solution supplied

DOJ Team member

Team lead or assigned auditor opens the DevOps/CMS and reviews the comments goes to the issue and does a QA on all issues reported on the bug report. apply a couple of standard tests to confirm the solution is resolved.

New Developer

Having completing there their assigned task should make a commented notation in the HTML, what was done by whom and date. If there were any other ways other than a possible solution. Must be recorded in a WIKI of sorts?

New Developer

New developer uses obtained knowledge from documentation courses, mentoring, private study or have a skill set that makes it easy for them. (Best Practice)

DOJ Team member

Records results in a final check of list for management sign off.

Management

Progress is recorded to senior management will report to the minister showing a progressive results of completion.



JUSTICE

Accessibility for Justice Canada

Understanding accessibility and being able to identify and correct bugs

What to look for in HTML

Navigation

Role, List, nesting,
broken misleading links.

CSS-JavaScript

Location, Type,
HTML nav Tag (w3schools.com)
How to Make Navigation Menu with HTML and
CSS - OnAirCode

Header

Title, Link, Metadata,
style, script.

Course Overview

The course has a basic non-
technical overview of web and
document accessibility principles,
intended for those who write
documents, social media posts, or
web content.

The basics of accessible content

Page title

Headings

Text and typography

Color and contrast

Emphasizing content

Images

Tables

Multimedia (YouTube, etc.)

PDF accessibility basic techniques

Automated accessibility checks

Body

Headers, divs, p, a, section, tables, lists,
quotes,

Footer

Social media, lists, logos, Top of page,

DOM

Parsing, Doctype, Metadata.

AAACT Overview

The screenshot shows the 'The Accessibility, Accommodation, and Adaptive Computer Technology Program (AAACT)' document. It includes a header with the Government of Canada logo, a title, and a brief description of the program. The document lists various resources, guides, and training opportunities available to public service employees. It also includes a section titled 'Reach out to AAAC if you are:' with a list of roles and responsibilities that can benefit from the program. The footer contains logos for the 150th anniversary of Canada, the Shared Services Canada logo, and the Canada wordmark.



Accessibility for Justice Canada

<https://www.canada.ca/content/dam/ssc-spc/documents/kiosk-kiosque/aaact-program-2022.pdf>

Understanding accessibility and being able to identify and correct bugs

1. How to create accessible documents in Office 365

An accessible document is fully usable by persons with and without disabilities. Making your documents accessible allows users to navigate them in different ways.

2. Accessible PowerPoint documents

The checker does not identify all issues but looks for things such as missing alternative text, duplicate slide titles and potential reading order issues.

3. Accessible Excel documents

The checker does not identify all issues but looks for things such as missing alternative text, duplicate slide titles and potential reading order issues.

4. Accessible Word documents

The checker does not identify all issues, but looks for things such as: missing alternative text, duplicate slide titles, and potential reading order issues.

5. Accessible PDF documents

PDF (Portable Document Format) is a common format for distributing printable documents. This format was created by Adobe, and can be opened with Adobe Acrobat as well as many other tools and some web browsers.

6. Accessible Visio diagrams

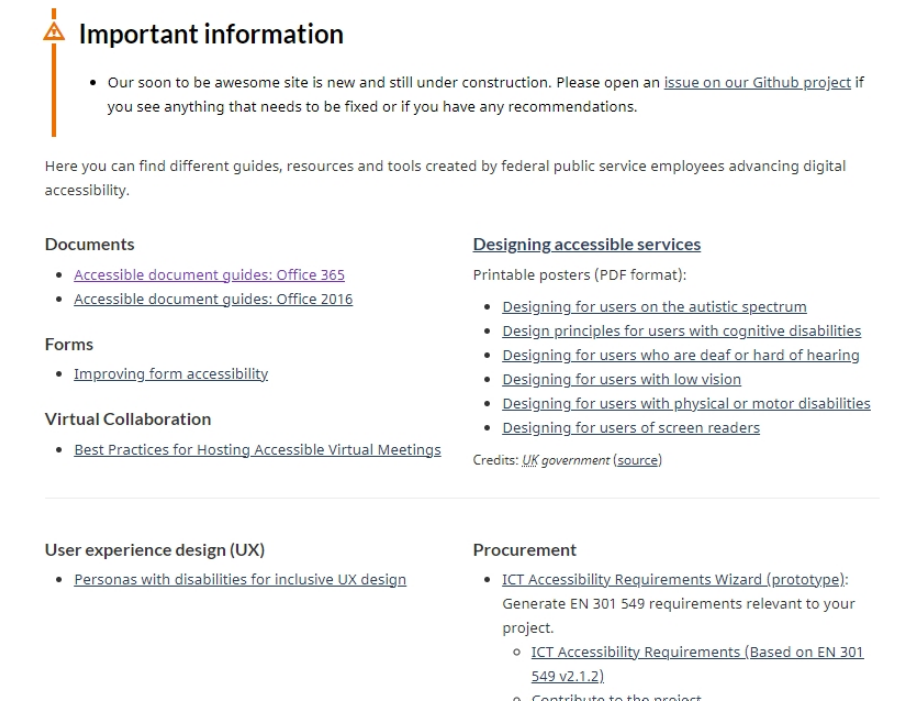
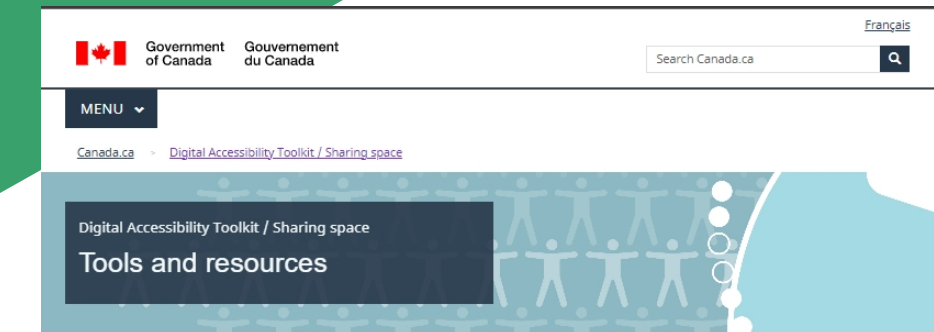
Many of the general document and infographic accessibility guidelines also apply to Visio documents. Please review the General and Infographic guides for more information.

What else the Developers need to know.

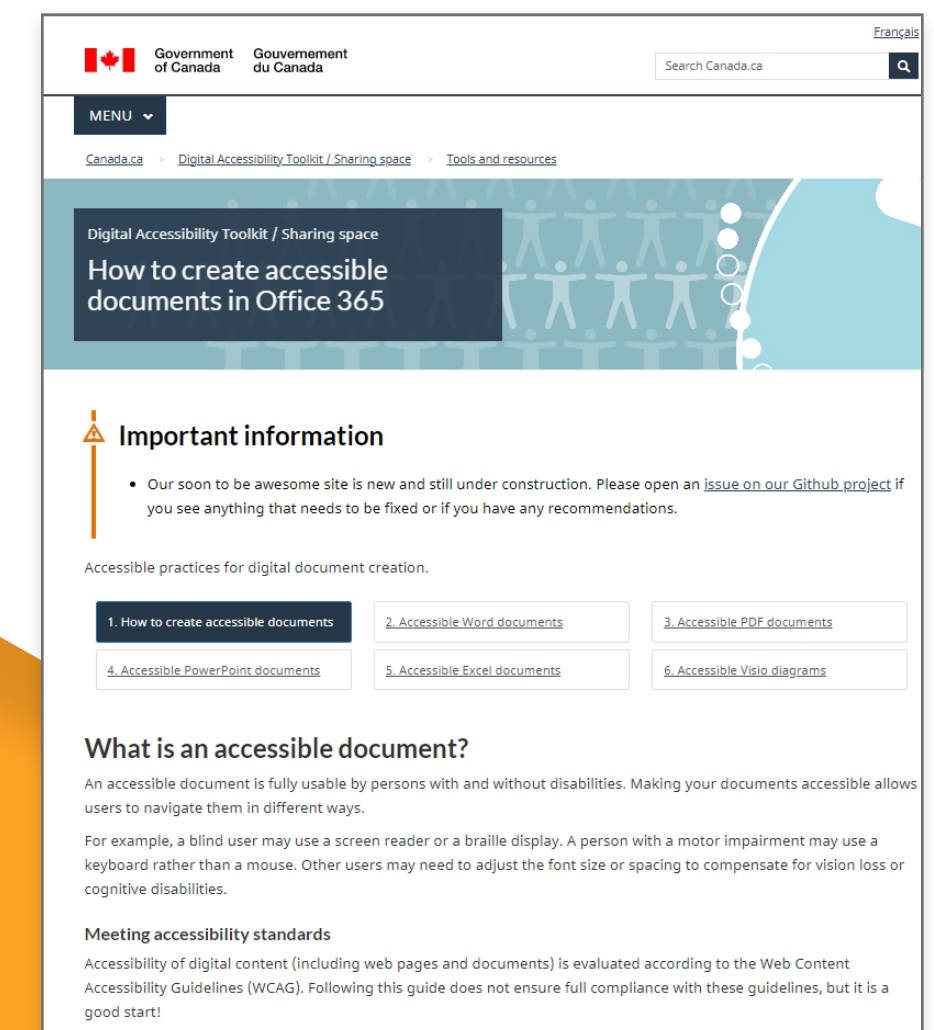


Accessibility for Justice Canada

Tools and resources



How to create accessible documents



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

Understanding accessibility and being able to identify and correct bugs

Page selected

Run a full Scan of the Page or the site.
For page the errors and warnings and accessibility
Each one is linked directly to the anomaly to be corrected.
The page can be resaved. If page are made in .net then Developer will need to make corrections in the source code.

DOJ Team member

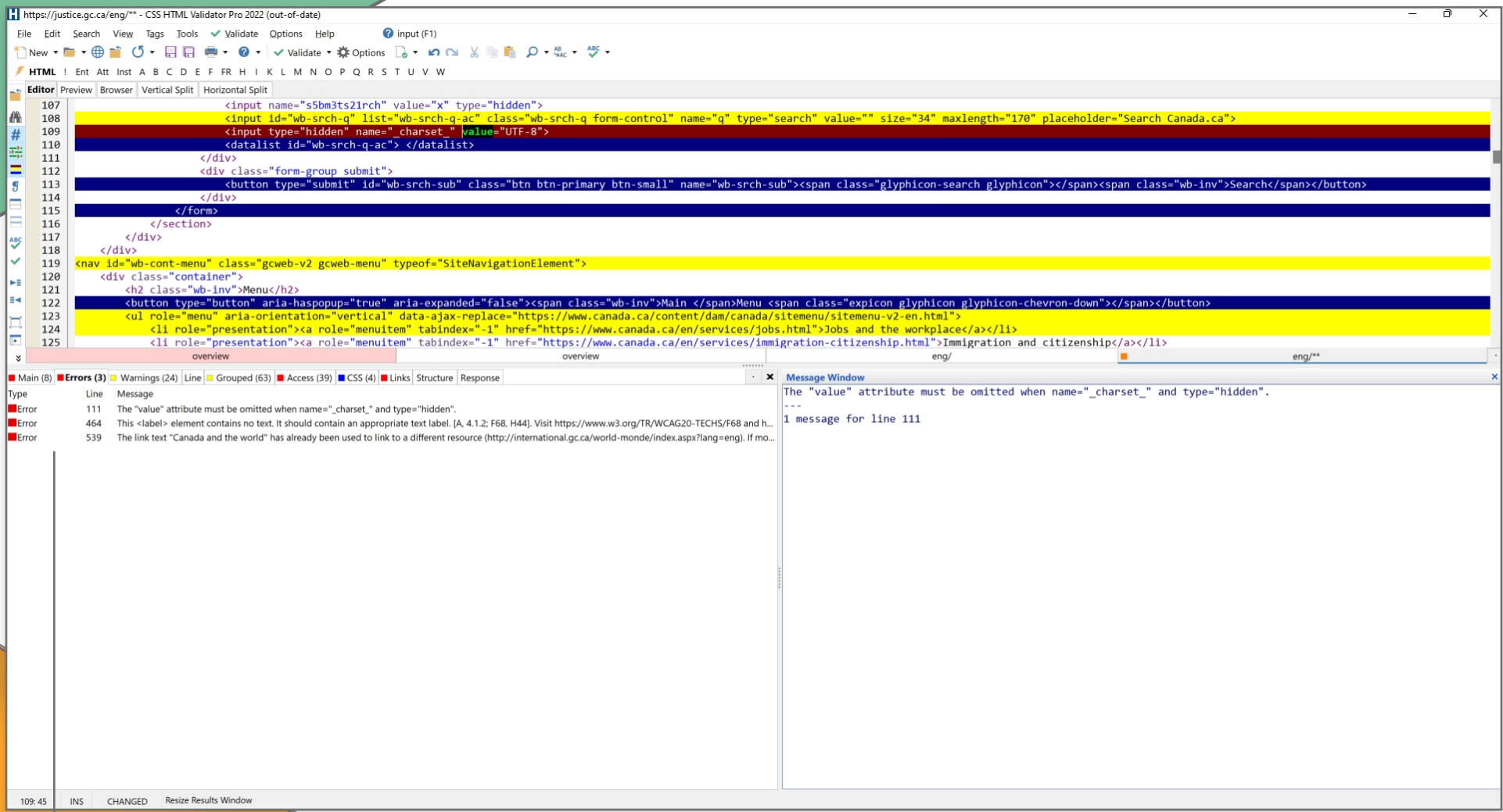
Once the Site is completed the and signed off then the DOJ Accessibility Team will Re-assess the site to verify the corrections are completed

Batch Process



CSS-HTML Validator

CSS HTML Validator (previously named CSE HTML Validator) is an HTML editor and CSS editor for Windows (and Linux when used with Wine) that helps web developers create syntactically correct and accessible HTML / HTML5, XHTML, and CSS documents by locating errors, potential problems like browser compatibility issues, and common mistakes.
A very powerful to break down each issue clearly, explains why it is broken and offers a WCAG solution.



New Developer

Reads all the anomalies
Recording all the issues addressed making the correction if possible

New Developer

Addresses each error and reviews warnings that can be fixed or should be considered.,

Management

Progress is recorded to senior management will report to the minister showing a progressive results of completion.

Understanding accessibility and being able to identify and correct bugs

Screen Readers and Tabbing Process

Screen Readers

The DOJ uses and recommends the following NVDA, Jaws, Browser Read out loud. and PDF read out loud.

This is a critical task in the process to achieve accessibility.

The major difference is that NVDA is free and Jaws costs 1600.00 limiting this application to the common user.

DOJ Team member

Having initial experience using these applications should stay on top of situations that rise based on keyboard conflicts with SharePoint.

New Developer

Will be most likely unfamiliar with this part of accessibility development and will need some additional training to familiarize the basic keyboard commands and close there eyes or blind fold turn off the monitor and experience wht the user will here and determine if the information offered is sequential and with meaning.

Tabbing Process and Tabindexing

Tab indexing for example: `<h1 tabindex="0">Departmentrt of Justice</h1>` when an accessible needed user uses a keyboard or other specific technologies will focus on the text reading to the screen reader the content and apply focus to the area that is being spoken. This also is a very easy application for web sites and applications to expand the user experience.

NVDA Keyboard Shortcuts

The link below offers a wealth of information and the variety of keyboard commands the new developer and DOJ accessibility teams form the basic to complex.

<https://dequeuniversity.com/screenreaders/nvda-keyboard-shortcuts>

Keyboard Shortcuts for JAWS

The following list of keyboard shortcuts should be helpful to a wide array of individuals and can be used as a quick reference guide. First, this guide will help JAWS users navigate within Internet Explorer. Second, this guide will be helpful to increase the awareness of web content developers regarding keyboard shortcuts that would conflict with JAWS. Finally, programmers will find the keyboard commands typical for JAWS user a helpful reference.

<https://webaim.org/resources/shortcuts/jaws#:~:text=Reading%20Text%20%20%20%20Command%20%20,%20Say%20Word%20%2024%20more%20rows%20>

