

The purpose of the Voluntary Product Accessibility Template is to assist Federal contracting officials in making preliminary assessments regarding the availability of commercial Electronic and Information Technology products and services with features that support accessibility. It is assumed that offerers will provide additional contact information to facilitate more detailed inquiries.

The first table of the Template provides a summary view of the section 508 Standards. The subsequent tables provide more detailed views of each subsection. There are three columns in each table. Column one of the Summary Table describes the subsections of subparts B and C of the Standards. The second column describes the supporting features of the product or refers you to the corresponding detailed table, “e.g., equivalent facilitation.” The third column contains any additional remarks and explanations regarding the product. In the subsequent tables, the first column contains the lettered paragraphs of the subsections. The second column describes the supporting features of the product with regard to that paragraph. The third column contains any additional remarks and explanations regarding the product.

DATE: 01 SEP 2014

PRODUCT NAME: Optical Character Recognition formatted Adobe pdf files

PRODUCT VERSION: PDF files for use with Adobe Reader XI

VENDOR COMPANY NAME: Twin Imaging Technology, Inc

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APPENDIX A: SUGGESTED LANGUAGE GUIDE

Summary Table Voluntary Product Accessibility Template		
Criteria	Level of Support & Supporting Features	Remarks and explanations
Section 1194.21 Software Applications and Operating Systems	Applicable	Supports with Exceptions
Section 1194.22 Web-based Internet Information and Applications	Applicable	Supports
Section 1194.23 Telecommunications Products	Not Applicable	
Section 1194.24 Video and Multi-media Products	Applicable	Supports

Section 1194.25 Self-Contained, Closed Products	Not Applicable	
Section 1194.26 Desktop and Portable Computers	Not Applicable	
Section 1194.31 Functional Performance Criteria	Applicable	Supports with Exceptions
Section 1194.41 Information, Documentation and Support	Applicable	Supports
Section 1194.21 Software Applications and Operating Systems - Detail Voluntary Product Accessibility Template		
Criteria	Level of Support & Supporting Features	Remarks and explanations
(a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.	Supports with exceptions	<p>All user interface controls and functions in Adobe Reader XI can be executed via the keyboard with some exceptions including:</p> <ul style="list-style-type: none"> • Positioning of Sticky Notes. • Functionality within the Sign task pane. • Use of 'Attach File', 'Record Audio', and 'Add Stamp' annotation tools, and Drawing Markup tools. • The Protected View warning message controls
(b) Applications shall not disrupt or disable activated features of other	Supports	Adobe Reader XI does not disrupt or disable

<p>products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.</p>		<p>Windows operating system accessibility features such as filter keys, toggle keys, sticky keys, and the on-screen keyboard</p>
<p>(c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes.</p>	<p>Supports with exceptions</p>	<p>There is a well-defined visual indication of focus for most of the Adobe Reader XI interface with some exceptions, including:</p> <ul style="list-style-type: none"> • When the focus is on the document, the visual indication is not very clear. • Some focus indicators such as the comment list in the Comments panel may not provide sufficient contrast. • There is no indication of focus when the 'Sign' task pane is focused.
<p>(d) Sufficient information about a user interface element including the identity,</p>	<p>Supports with exceptions</p>	<p>Adobe Reader XI provides identity,</p>

<p>operation and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the image must also be available in text.</p>		<p>operation and state information to Assistive Technology throughout the interface with the following exceptions:</p> <ul style="list-style-type: none"> • Portions of the Comments panel including the comments list. • Sticky Notes in a document and the Options menu and Collapse control in the Sticky Note dialog. • All controls in the Sign task pane.
<p>(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.</p>	<p>Supports</p>	
<p>(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.</p>	<p>Supports with exceptions</p>	<p>In most cases Adobe Reader XI provides text content, caret location and attributes.</p> <p>However, in the Comments panel, the comments list is unreadable by assistive technology.</p>
<p>(g) Applications shall not override user selected contrast and color selections and other individual display attributes.</p>	<p>Supports with exceptions</p>	<p>Most elements in the Adobe Reader XI</p>

		<p>interface inherit user selected color, contrast and font settings with some exceptions, including Sticky Notes.</p> <p>The user can optionally select fixed foreground and background colors for PDF documents.</p>
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Supports	Adobe Reader XI does not use animation
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supports	
(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Supports	Adobe Reader XI allows users to choose from a limited selection of preconfigured color and contrast settings and also permits users to create their own foreground and background color combinations using the operating system color palette.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Supports	Adobe Reader XI does not use flashing or blinking user interface elements.
(l) When electronic forms are used, the form shall allow people using Assistive	Supports with exceptions	Form controls in PDF documents support full

<p>Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.</p>		<p>access to elements and functionality required for completion of the form.</p> <p>However, some dialogs and panels in the Reader user interface such as the comments list do not provide name, role and state information for controls and are not fully keyboard accessible.</p>
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Section 1194.22 Web-based Intranet and Internet information and Applications - Detail
Voluntary Product Accessibility Template

Criteria	Level of Support & Supporting Features	Remarks and explanations
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Supports	Adobe Reader XI provides textual equivalent information for assistive technologies to use when this information is present in the document.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Supports	PDF documents can include features such as open captions to provide accessible alternatives to multimedia content.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supports	The PDF format supports the use of alternative methods of conveying information, through text as well as color.

(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Not applicable	The PDF format does not use style sheets.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not applicable	The PDF format does not use server-side image maps.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	Not applicable	The PDF format does not use client-side image maps.
(g) Row and column headers shall be identified for data tables.	Supports	The PDF format supports the inclusion of row and column headers in data tables and Adobe Reader XI provides this information for assistive technologies.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Supports	The PDF format supports the association of data cells with two or more logical levels of row and column headers, and Adobe Reader XI provides this information for assistive technologies.
(i) Frames shall be titled with text that facilitates frame identification and navigation	Not applicable	The PDF format does not use frames.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supports	Twin Imaging as the document creator/author will ensure compliance with this requirement
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the	Supports	Adobe Reader XI supports the output of PDF documents into a plain text file, if required.

<p>provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.</p>		
<p>(l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.</p>	<p>Supports</p>	<p>The PDF format supports the inclusion of functional text for the information provided by a script. When present, Adobe Reader XI will provide this information for assistive technologies.</p>
<p>(m) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with 1194.21(a) through (l).</p>	<p>Supports</p>	<p>A page for downloading the Reader plug-in is permanently available on the Adobe web site. Twin Imaging will provide a link to this page.</p>
<p>(n) When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.</p>	<p>Supports</p>	<p>Adobe Reader XI provides role and state information for form fields. Full keyboard access is provided to all form controls.</p>
<p>(o) A method shall be provided that permits users to skip repetitive navigation links.</p>	<p>Supports</p>	
<p>(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.</p>	<p>Supports</p>	<p>The PDF format supports the inclusion of alerts, and the amount of time required to complete an action can be controlled by the document author.</p>

Note to 1194.22: The Board interprets paragraphs (a) through (k) of this section as consistent with the following Priority 1 checkpoints of the Web Content Accessibility Guidelines 1.0 (WCAG 1.0) (May 5, 1999) published by the Web Accessibility Initiative of the World Wide Web Consortium: Paragraph (a) – 1.1, (b) – 1.4, (c) – 2.1, (d) – 6.1, (e) – 1.2, (f) – 9.1, (g) – 5.1, (h) – 5.2, (i) – 12.1, (j) – 7.1, (k) – 11.4.

Section 1194.24 Video and Multi-media Products – Detail		
Voluntary Product Accessibility Template		
Criteria	Level of Support & Supporting Features	Remarks and explanations
a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, widescreen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches vertically, and stand-alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals.	Not applicable	
(b) Television tuners, including	Not applicable	

tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry.		
(c) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.	Supports	<p>The PDF format is capable of displaying multimedia equivalents that are part of an embedded media player's accessibility feature set.</p> <p>The PDF format supports synchronized captions in embedded videos supported by Adobe Flash Player, using the controls in the Flash object.</p>
(d) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.		
(e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent.		

**Section 1194.31 Functional Performance Criteria – Detail
Voluntary Product Accessibility Template**

Criteria	Level of Support & Supporting Features	Remarks and explanations
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology	Supports with exceptions	Adobe Acrobat XI provides full support for users of screen readers and screen magnifiers.

<p>used by people who are blind or visually impaired shall be provided.</p>		<p>However, some dialogs and panels such as Comment and Sign panels, the Gateway dialog and the Portfolio Editor do not provide name, role and state information for controls and are not fully keyboard accessible.</p> <p>Some tools such as the Sticky Notes or editing tools are not keyboard accessible.</p> <p>The reading of PDF documents and the filling out of forms is fully supported using the keyboard and/or assistive technology.</p>
<p>(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.</p>	<p>Supports</p>	
<p>(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided</p>	<p>Supports</p>	

<p>(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.</p>	<p>Supports</p>	
<p>(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.</p>	<p>Supports</p>	
<p>(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.</p>	<p>Supports with exceptions</p>	<p>Keyboard access is supported for the majority of commands and tools in the Adobe Acrobat XI interface, but some tools may require fine motor control including:</p> <p>The Touch Up Reading Order Tool.</p> <p>Freehand drawing tools.</p> <p>Positioning of annotation elements.</p>

Section 1194.41 Information, Documentation and Support – Detail Voluntary Product Accessibility Template		
Criteria	Level of Support & Supporting Features	Remarks and explanations
<p>(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no</p>	<p>Supports</p>	<p>Twin Imaging provides PDFs that are viewed via Adobe XI.</p>

<p>additional charge</p>		<p>Adobe provides electronic versions of all product support documentation for Adobe Reader XI</p>
<p>(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.</p>	<p>Supports</p>	<p>Twin Imaging provides PDFs that are viewed via Adobe XI.</p> <p>Adobe provides information on accessibility features in the documentation. Electronic versions of all product support documentation are provided.</p>
<p>(c) Support services for products shall accommodate the communication needs of end-users with disabilities.</p>	<p>Supports</p>	<p>Twin Imaging provides PDFs that are viewed via Adobe XI.</p> <p>Product support for Adobe products is available in a variety of formats and from a number of online sources available from Adobe Systems.</p>