

Voluntary Product Evaluation Template (VPAT)

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Name of Product: Docsoft:AV

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Refer to the [ITIC Best Practices](#) for filling out the following form.

Summary Table		
<i>Criteria</i>	Supporting Features	Remarks and explanations
Section 1194.21 Software Applications and Operating Systems	Supported. Please refer to the attached VPAT	
Section 1194.22 Web-based internet information and applications	Supported. Please refer to the attached VPAT	
Section 1194.23 Telecommunications Products		Docsoft:AV is not considered a Telecommunications product.
Section 1194.24 Video and Multi-media Products	Supported. Please refer to the attached VPAT	
Section 1194.25 Self-Contained, Closed Products		Docsoft:AV is not considered a self contained or closed product.
Section 1194.26 Desktop and Portable Computers		Docsoft:AV is a server unit, not a personal computer.
Section 1194.31 Functional Performance Criteria	Supported. Please refer to the attached VPAT	
Section 1194.41 Information, documentation, and support.	Supported. Please refer to the attached VPAT	

Section 1194.21 Software Applications and Operating Systems		
* Refer to (http://www.access-board.gov/sec508/guide/1194.21.htm) for details on the guidelines listed below.		
Criteria	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.	Fully supported: Docsoft:AV provides functionality that conforms to this criteria.	Docsoft:AV is fully functional using a standard keyboard. All links & functions are text based and are easily discernable and navigable.
(b) Applications shall not disrupt or disable activated features of other 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.	Fully supported: Docsoft:AV provides functionality that conforms to this criteria.	Docsoft:AV is a stand alone product. Aside from not interfering with other installed features and products, Docsoft:AV also supports user stylesheet changes and other visibility enhancement features of the users system.
(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.	Fully supported:	The software is completely accessible via a standard web browser. Focal points on the actual page are highlighted is dependant on your browser.
(d) Sufficient information about a user interface element including the identity, 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.	Fully supported: Docsoft:AV provides functionality that conforms to this criteria.	Docsoft:AV uses naming attributes for form elements along with easy to understand buttons, options & links. Docsoft:AV's images that represent software elements are marked with appropriate alt tags. Images that are not item specific elements are set as background images to eliminate confusion.
(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.	Fully supported:	All decorative images are designated in one particular style and will not be confused by user as control elements.
(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.	Fully supported:	The web browser controls this functionality

(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Fully supported:	Existing decorative elements and style sheets can be overridden by operating system, user's web browser settings & other accessibility related programs.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Not Applicable	Docsoft:AV contains no animated components. Docsoft:AV does display video with an available text transcript and optional auto generated closed captioning text insertion.
(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.	Fully supported: Docsoft:AV provides functionality that conforms to this criteria.	Any colored item will have a textual explanation. Links will also display link and hover characteristics that will signify usability.
(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.	Not Applicable This functionality does not apply to the Docsoft:AV system.	
(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.	Not Applicable	
(l) When electronic forms are used, 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.	Fully supported: Docsoft:AV provides functionality that conforms to this criteria.	Every text input control contains textual explanation

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Section 1194.22 Web-based Internet information and applications		
* Refer to (http://www.access-board.gov/sec508/guide/1194.22.htm) for details on the guidelines listed below.		
Criteria	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).	Fully supported: Docsoft:AV meets the requirements of the listed criteria.	Docsoft:AV uses naming attributes for form elements along with appropriate alt tags for any images that are not decorative elements of the interface
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Not Applicable This functionality does not apply to the Docsoft:AV system.	
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supported Docsoft:AV provides the functionality that conforms to the aforementioned criteria.	The Docsoft:AV web interface is fully functional in both color & black and white.
(d) Documents shall be organized so they are readable without requiring an associated style	Supported	While some structure is lost, the functionality of Docsoft:AV remains

sheet.	Docsoft:AV provides the functionality that conforms to the aforementioned criteria.	easy to use without any associated style sheets.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not Applicable This functionality does not apply to the Docsoft:AV system.	
(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 This functionality does not apply to the Docsoft:AV system.	
(g) Row and column headers shall be identified for data tables.	Fully supported:	Docsoft:AV supports row and column headers on tabular data.
(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.	Not Applicable	Docsoft:AV doesn't contain complex data cell and header cell presentation.
(i) Frames shall be titled with text that facilitates frame identification and navigation	Not Applicable This functionality does not apply to the Docsoft:AV system.	
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Not Applicable	
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the 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.	Not Applicable	
(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.	Fully supported:	All data that is dynamically created is presented in the same text based format. Any assistive technology that is able to navigate Docsoft:AV would be able to navigate these pages.
(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).	Not Applicable	
(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.	Supported	
(o) A method shall be provided that permits users to skip repetitive navigation links.	Not Applicable	
(p) When a timed response is required, the user shall be alerted and given sufficient time to	Not Applicable	

indicate more time is required.

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.

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Section 1194.23 Telecommunications Products

* Refer to (<http://www.access-board.gov/sec508/guide/1194.23.htm>) for details on the guidelines listed below.

Criteria	Supporting Features	Remarks and explanations
(a) Telecommunications products or systems which provide a function allowing voice communication and which do not themselves provide a TTY functionality shall provide a standard non-acoustic connection point for TTYs. Microphones shall be capable of being turned on and off to allow the user to intermix speech with TTY use.		
(b) Telecommunications products which include voice communication functionality shall support all commonly used cross-manufacturer non-proprietary standard TTY signal protocols.		
(c) Voice mail, auto-attendant, and interactive voice response telecommunications systems shall be usable by TTY users with their TTYs.		
(d) Voice mail, messaging, auto-attendant, and interactive voice response telecommunications systems that require a response from a user within a time interval, shall give an alert when the time interval is about to run out, and shall provide sufficient time for the user to indicate more time is required.		
(e) Where provided, caller identification and similar telecommunications functions shall also be available for users of TTYs, and for users who cannot see displays.		
(f) For transmitted voice signals, telecommunications products shall provide a gain adjustable up to a minimum of 20 dB. For incremental volume control, at least one intermediate step of 12 dB of gain shall be provided.		
(g) If the telecommunications product allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use.		
(h) Where a telecommunications product		

delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided.		
(i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications product.		
(j) Products that transmit or conduct information or communication, shall pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery.		
(k)(1) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys.		
(k)(2) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 lbs. (22.2N) maximum.		
(k)(3) Products which have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character.		
(k)(4) Products which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound.		

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Section 1194.24 Video and Multi-media Products

* Refer to (<http://www.access-board.gov/sec508/guide/1194.24.htm>) for details on the guidelines listed below.

Criteria	Supporting Features	Remarks and explanations
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(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	Docsoft:AV does not use any television and/or dvd components for its basic functionality.
(b) Television tuners, including tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry.	Not Applicable	Docsoft:AV Does not contain any television tuner components.
(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.	Fully supported:	Docsoft:AV automatically generates captioned text in formats for Windows Media player, QuickTime and Real Player.
(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.	Not Applicable	Docsoft:AV does not offer the video content. All content is subject to the end users primary goal for the product.
(e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent.	Fully supported:	Docsoft:AV allows for the user to select whether captioning is viewable and whether or not they wish to view/download the file transcript.

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Section 1194.25 Self-Contained, Closed Products		
* Refer to (http://www.access-board.gov/sec508/guide/1194.25.htm) for details on the guidelines listed below.		
Criteria	Supporting Features	Remarks and explanations
(a) Self contained products shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology.	Not Applicable	
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not Applicable	
(c) Where a product utilizes touchscreens or contact-sensitive controls, an input method shall be provided that complies with 1194.23 (k) (1) through (4).	Not Applicable	
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not Applicable	
(e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at anytime.	Not Applicable	
(f) When products deliver voice output in a public area, incremental volume	Not Applicable	

control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45 dB, a volume gain of at least 20 dB above the ambient level shall be user selectable. A function shall be provided to automatically reset the volume to the default level after every use.		
(g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Not Applicable	
(h) When a product permits a user to adjust color and contrast settings, a range of color selections capable of producing a variety of contrast levels shall be provided.	Not Applicable	
(i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Not Applicable	
(j) (1) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the product within the 48 inch length on products which are freestanding, non-portable, and intended to be used in one location and which have operable controls.	Not Applicable	
(j)(2) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor.	Not Applicable	
(j)(3) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor.	Not Applicable	
(j)(4) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than 24 inches behind the reference plane.	Not Applicable	

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Section 1194.26 Desktop and Portable Computers		
* Refer to (http://www.access-board.gov/sec508/guide/1194.26.htm) for details on the guidelines listed below.		
Criteria	Supporting Features	Remarks and explanations
(a) All mechanically operated controls and keys shall comply with 1194.23 (k) (1) through (4).	Not Applicable	Docsoft:AV is a server unit.
(b) If a product utilizes touchscreens or touch-operated controls, an input method shall be provided that complies with 1194.23 (k) (1) through (4).	Not Applicable	Docsoft:AV is a server unit.
(c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not Applicable	Docsoft:AV is a server unit.
(d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards	Not Applicable	Docsoft:AV is a server unit.

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Section 1194.31 Functional Performance Criteria		
Criteria	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 used by people who are blind or visually impaired shall be provided.	Fully supported:	Docsoft:AV uses standard web browsers and all functionality is supported and available.
(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.	Fully supported:	Application will allow for on the fly font size change.
(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	Fully supported:	While Docsoft:AV searches across audio and video files, it maintains the ability to auto generate both closed caption text for Windows Media Player, QuickTime and Real Player. Also an exportable transcription of any file that has been through the system is available for download and viewing.
(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.	Fully supported:	Docsoft:AV does not interfere or disable any core system accessibility functionality
(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.	Not Applicable	
(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.	Fully supported:	Docsoft:AV does not interfere or disable any core system accessibility functionality

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Section 1194.41 Information, documentation, and support		
Criteria	Supporting Features	Remarks and explanations
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge.	Fully supported:	Documentation available in multiple formats
(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.	Fully supported:	Features available in multiple formats from multiple locations
(c) Support services for products shall accommodate the communication needs of end-	Fully supported:	To the best of Docsoft's abilities all users with disabilities will be assisted in

users with disabilities.

multiple ways to ensure product stability, usability and functionality.

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