

## Voluntary Product Evaluation Template (VPAT)

**Date: 2-5-2009**

**Name of Product: Docsoft:SA**

**Contact for more Information:**

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

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Section 1194.21 Software Applications and Operating Systems		
<i>* Refer to ( <a href="http://www.access-board.gov/sec508/guide/1194.21.htm">http://www.access-board.gov/sec508/guide/1194.21.htm</a> ) for details on the guidelines listed below.</i>		
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.	<b>Supported</b>	Docsoft:SA's admin interface will allow strict keyboard usage for all functions.
(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	<b>Supported</b>	Docsoft:SA is fully operational with the introduction of optional style sheets, enlarged font sizes and current standard screen readers. Docsoft:SA is designed using high contrast colors and a user friendly interface for easy visibility.

available to the product developer.		
(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.	<b>Supported with Exceptions</b>	Docsoft:SA, using the current style sheets is able to provide a visual representation of items as the primary focus changes. If the style sheet is turned off and the Windows default style is on the visual representation of items in focus is no longer active.
(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.	<b>Supported</b>	Docsoft:SA uses naming attributes for form elements along with easy to understand buttons, options & links.  The Docsoft:SA images that represent program elements (such as returning to the default page) 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.	<b>Supported</b>	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.	<b>Supported</b>	The web browser controls this functionality
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	<b>Supported</b>	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.	<b>Supported</b>	Docsoft:SA does not contain animated components. Docsoft:SA 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.	<b>Supported</b>	Docsoft:SA comes preset with style sheets that control the view and actions of links. Links are set to a different, high contrasting color and visually show an underline when hovering over the link providing a visual distinction between links and regular text.
(j) When a product permits a user to adjust color	<b>Not Applicable</b>	Docsoft:SA does not allow for

and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.		color/contrast adjustments internally.
(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.	<b>Supported</b>	Docsoft:SA meets these guidelines
(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.	Supported	Every text input in Docsoft:SA contains a 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.

<b>Criteria</b>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	<b>Supported</b>	The Docsoft:SA web interface displays various images used to enhance the look and feel of the software. Most images are background images and/or have no bearing on the functionality of the software solution. The images that have system functions are all properly formatted with Alt="" text.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	<b>Not Applicable</b>	
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	<b>Supported</b>	The Docsoft:SA 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 sheet.	<b>Supported</b>	Docsoft:SA allows the user to navigate and obtain the content with or without a stylesheet
(e) Redundant text links shall be provided for each active region of a server-side image map.	<b>Not Applicable</b>	Docsoft:SA does not contain 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.	<b>Not Applicable</b>	Docsoft:SA does not contain client side image maps.
(g) Row and column headers shall be identified for data tables.	<b>Supported</b>	Column headers are provided for each varying data column in the search results
(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:SA doesn't contain complex data cell and header cell presentation.
(i) Frames shall be titled with text that facilitates frame identification and navigation	<b>Not Applicable</b>	Docsoft:SA does not contain frames nor does it create them.

(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	<b>Supported</b>	Docsoft:SA meets these guidelines
(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	Creation of an alternative page is not needed as Docsoft:SA is compatible.
(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.	<b>Supported</b>	Docsoft:SA's search result pages are built dynamically from the words that are searched for. The results are text based and able to be understood by assistive technology devices.
(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).	<b>Does not support</b>	The current version of Docsoft:SA does not contain links to download the various media players that could be necessary to be viewed. This is a documented bug and will be fixed in the next software update
(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.	<b>Supported</b>	All input boxes contain alt text to allow for assistive technology to make the page navigable and useable.
(o) A method shall be provided that permits users to skip repetitive navigation links.	Not Applicable	Docsoft:SA does not contain repetitive links.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not Applicable	Docsoft:SA does not contain any component that warrants a time based response.

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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<b>Section 1194.23 Telecommunications Products</b>		
<b>* Refer to ( <a href="http://www.access-board.gov/sec508/guide/1194.23.htm">http://www.access-board.gov/sec508/guide/1194.23.htm</a> ) for details on the guidelines listed below.</b>		
<b>Criteria</b>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(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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<b>Section 1194.24 Video and Multi-media Products</b>		
<b>* Refer to ( <a href="http://www.access-board.gov/sec508/guide/1194.24.htm">http://www.access-board.gov/sec508/guide/1194.24.htm</a> ) for details on the guidelines listed below.</b>		
<b>Criteria</b>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(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.		
(b) Television tuners, including 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.		
(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.		

<b>Section 1194.25 Self-Contained, Closed Products</b>		
<b>* Refer to ( <a href="http://www.access-board.gov/sec508/guide/1194.25.htm">http://www.access-board.gov/sec508/guide/1194.25.htm</a> ) for details on the guidelines listed below.</b>		
<b>Criteria</b>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(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.		
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.		
(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).		
(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.		
(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.		
(f) When products deliver voice output in a public area, incremental volume 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.		
(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.		
(i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.		
(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.		
(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.		
(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.		
(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.

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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.

<i>Criteria</i>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(a) All mechanically operated controls and keys shall comply with 1194.23 (k) (1) through (4).		
(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).		
(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.		
(d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards		

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**Section 1194.31 Functional Performance Criteria**

<i>Criteria</i>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(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.	<b>Supported</b>	Docsoft:SA's search results will be accessible to screen readers and other assistive technology devices to allow users to obtain and understand the data in the search results
(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.	<b>Supported</b>	Docsoft:SA will allow for font size changes to increase the font to larger, more pronounced size. Docsoft:SA will also allow for users to use assistive technology to assist with the visual text.
(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	<b>Supported with exceptions</b>	Docsoft:SA does search and index audio and video files and it will support closed caption text and text transcripts if the files are present (example : av files automatically captioned and transcribed through the use of Docsoft:AV)
(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.	<b>Supported with exceptions</b>	Docsoft:SA does search and index audio and video files and it will support closed caption text and text transcripts if the files are present (example : av files automatically captioned and transcribed through the use of Docsoft:AV)

(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.	<b>Not Applicable</b>	Docsoft:SA does not require user speech input at any point to be fully functional
(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.	<b>Not Applicable</b>	Docsoft:SA does not require complex user interaction to conduct text based searches

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<b>Section 1194.41 Information, documentation, and support</b>		
<b>Criteria</b>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge.	<b>Supported</b>	Docsoft:SA comes with product documentation and duplicate documentation is available online at <a href="http://www.docsoft.com">www.docsoft.com</a>
(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.	<b>Supported</b>	Docsoft's accessibility features are available in multiple formats from multiple locations
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	<b>Supported</b>	All Docsoft:SA users with disabilities will be assisted in multiple ways to ensure product stability, usability and functionality.

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