



ATD Chapter Accessibility Checklist

My Chapter's Accessibility Champion is: _____

Chapter Website

- Accessibility Statement present on website, easy to locate
- Logical content structure on each page (for example: headings, sections, lists)
- Images have ALT Text, motion graphics minimally used
- Correct color contrast is used (see chart on next page)
- Font size is 16pt or larger
- Links are descriptive (not "click here")
- Site can be navigated with keyboard only

Virtual Meetings

- Closed captioning enabled (Zoom, Teams, etc.)
- Allow access to summary tools (AI bots, etc.)
- Describe visuals for all participants
- Allow multiple means of participation (chat, voice, react, etc.)
- Include subtitles and transcripts for recordings

Chapter Communications

- Write in clear, jargon-free language
- Offer a plain text (non-HTML/image) version
- Logical content structure (for example: headings, sections, lists)
- Images have ALT Text or Image Descriptions
- Correct color contrast is used (see chart on next page)



ATD Chapter Accessibility Checklist

ATD Brand Color Contrast Grid

	Text	#FF4D00	#C10013	#FFB700	#565559	#B3B2B3	#DBD9D6
Background							
#FF4D00	Text		Text DNP 1.9	Text DNP 1.9	Text DNP 2.2	Text DNP 1.5	Text DNP 2.3
#C10013	Text DNP 1.9		Text AA18 3.6	Text DNP 1.1	Text AA18 3	Text AA 4.5	
#FFB700	Text DNP 1.9	Text AA18 3.6		Text AA18 4.2	Text DNP 1.2	Text DNP 1.2	
#565559	Text DNP 2.2	Text DNP 1.1	Text AA18 4.2		Text AA18 3.5	Text AA 5.2	
#B3B2B3	Text DNP 1.5	Text AA18 3	Text DNP 1.2	Text AA18 3.5		Text DNP 1.5	
#DBD9D6	Text DNP 2.3	Text AA 4.5	Text DNP 1.2	Text AA 5.2	Text DNP 1.5		

AAA Pass, AAA (7+)

AA18 Pass, Large Text Only (3+)

AA Pass, AA (4.5+)

DNP Does Not Pass