

**Programming for Adults with Developmental Disabilities (DD):
Why and How
Handout 4: Virtual Accessibility Tips**

Programs:

- Use captions for videos and voiceovers and edit automatically-generated ones. This makes them more accessible to people who are deaf, people with auditory processing issue, and English Language Learners.
- Sync the captions with the voice.
- Keep you face clearly visible as you speak.
- Have an agenda, preferably with visuals, and refer to it as you go along.
- Try to keep only one thing going on at a time in the frame.
- Too many bells and whistles can be distracting.
- Make it active! Plan for a variety of activities and include movement, music and crafts where relevant.
- Make it interactive! Allow for responses such as comments, pictures, thumbs up etc.
- Allow for some pauses for the performer and/or the audience to re-center.
- Include some back and forth with the audience. Ask them to respond to a prompt, make a face, do a movement, etc.

Webinars:

- Use serif free fonts
- Avoid all caps
- Use a 24 pt. or greater font
- Make sure there is high contrast between print and the background.

- Use plain backgrounds
- Keep animations simple
- Describe any pictures, charts, or graphics before you read the words on a slide.
- Read each slide
- Use the alt tags to describe the pictures. This makes them accessible to screen readers and supports people who struggle with social cues or have visual processing issues.

Documents:

- Write in plain English to make it easier for people with reading disabilities, new adult readers, and English language learners to understand.
- Use serif free fonts
- Use a 14 pt. or larger font
- Keeping underlining and italics to a minimum
- Make sure there is high contrast between print and the background.
- Use plain backgrounds
- Use alt tags to describe the pictures
- Paste URLs separately, rather than imbedding them so people using screen readers can follow

Prepared by Carrie Banks and Barbara Klipper, 2020.