



Accessibility by Design

Make Your Resources SLICK!

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EDUCATION & HUMAN DEVELOPMENT



Make Your Resources SLICK!

- S** Structure and headings
- L** Links
- I** Images
- C** Color and contrast
- K** Keep it simple

Don't forget transcripts
and captions for all audio
and video!

[Texas A&M: Digital Accessibility Cheat Sheet](#)

[Toronto Metropolitan University: SLICK at a glance](#)

Structure and Headings

Microsoft Word

Create headings using the formatting toolbar.

[How to add headings in Word](#)

Microsoft PowerPoint

Use preset slide layouts.

[Accessible PowerPoint layouts](#)

[Texas A&M: Digital Accessibility Cheat Sheet](#)

Examples

Heading 1, Heading 2, Heading 3

Bulleted and numbered lists

Preset slide templates provide placeholder areas for content.

Links

Use descriptive link text that explains its purpose or destination.

Keep links clear and concise.

Avoid “click here,” “learn more,” and “read more.”

[University of Washington: Accessibility](#)

Example 1

Replace a long web address with a descriptive name:

<https://www.coabe.org/presenter-resources>

[Presenter Resources](#)

Example 2

Instead of: “For more information, click here.”

[University of Washington: Links and buttons](#)

Images

Alt text describes informative images for people who cannot see them.

Keep alternative text concise and meaningful.

Purely decorative images do not require alt text.

Avoid “image of” or “photo of.” Screen readers already identify images.



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[University of Washington: Accessibility](#)

Color and Contrast

Contrast is the difference in brightness between colors, such as the foreground and background.

- Use high-contrast color combinations.
- Avoid low-contrast combinations.

Check your color contrast ratio

Toronto Metropolitan University: Colour and Contrast

High contrast

This example has high contrast color.

High contrast

This example has high contrast color.

Low contrast – demonstration

This example has low contrast color.

Keep it Simple

- 01 Use design elements consistently and intentionally.
- 02 Keep tables and charts simple.
- 03 Create a clear visual hierarchy with headings and bullets.
- 04 Use sufficient spacing to distinguish content.
- 05 Use plain language for your audience.

[Toronto Metropolitan University: Keep it Simple](#)



Remember SLICK!

Please review and use the resources listed on the References and Resources sheet.

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MAKE YOUR RESOURCES SLICK!

References and Resources

01 [Add Alternate Text](#)

Microsoft Support

02 [Add Headings](#)

Microsoft Support

03 [Deque Color Contrast Analyzer](#)

Deque University

04 [Digital Accessibility](#)

Texas A&M University, Center for Teaching Excellence Accessibility Initiative

05 [Digital Accessibility Cheat Sheet](#)

Power Learning Solutions

06 [Digital Accessibility Quick Cards](#)

University of Washington Accessibility

07 [Links and buttons](#)

University of Washington Accessibility

08 [SLICK at a Glance](#)

Toronto Metropolitan University

09 [WebAIM Color Contrast Checker](#)

WebAIM, Utah State University

10 [Microsoft PPT Accessibility](#)

WebAIM, Utah State University

11 [Microsoft Word Accessibility](#)

WebAIM, Utah State University

12 [Web Content Accessibility Guidelines \(WCAG\) 2.2](#)

World Wide Web Consortium