

Creating Accessible Presentations For All

Universal Design for Presenting at Conferences

Brought to you by AccessATE.net

Mike Sauter - Assistive Technology & Alternate Media Specialist - msauter@saddleback.edu

General Presentation Tips

Prepare your presentation

- Get Organized
 - Outline your thoughts and organize the natural flow. What are your goals and learning objectives?
- Know your intended audience
 - Successful presentations transcend fields, industries and professional roles
- Time Yourself
- Prepare for Questions

General Presentation Tips

Be inclusive

- Ensure slides, media, handouts and everything else are accessible
 - The audience may not be able to:
 - See well (or at all)
 - Hear well (or at all)
 - Move well (or at all)
 - Speak well (or at all)
 - Understand information

Visual Aids

PowerPoint, Keynote and more...

- KISS - Keep It Simple ‘Silly’
- Slide Shows
 - Backgrounds and Templates
 - Colors are great, but avoid the ‘meaning’ pothole
- Table, Charts and Graphs
 - Be prepared to talk about the relevance
- Fonts - Easy to read, Clear and well spaced
- Graphics - Clear with large fonts

General Presentation Tips

Accessible Handouts

- Providing Handouts?
 - Go Digital for more access
 - Presentations slides for audience to follow and take away
 - Digital Handouts using QR Codes
 - www.qrcode-monkey.com
 - Word or Google doc for accessibility

QR CODE MAKER



Media

Videos, Graphics and Demos

- Videos
 - Must be captioned
 - Youtube or Canvas are easy to use
- Demo's of Software or VR
 - Audio descriptions are needed - Be descriptive!

Color and Contrast

- WCAG AA Color Contrast Ratio
 - 4:1 for graphs
 - 7:1 for text
- Color Contrast Analyser Tool
 - <https://webaim.org/resources/contrastchecker/>

Text Contrast Examples

Bad Examples	Good Examples
Blue on black is bad	Yellow on black is good
Green on orange is bad	Black on orange is good
Red on green is bad	Black on green is good
Grey on purple is bad	White on purple is good

We have the same contrast ratio

We have the same contrast ratio

A text glow/halo around the letters can be used as the background color.

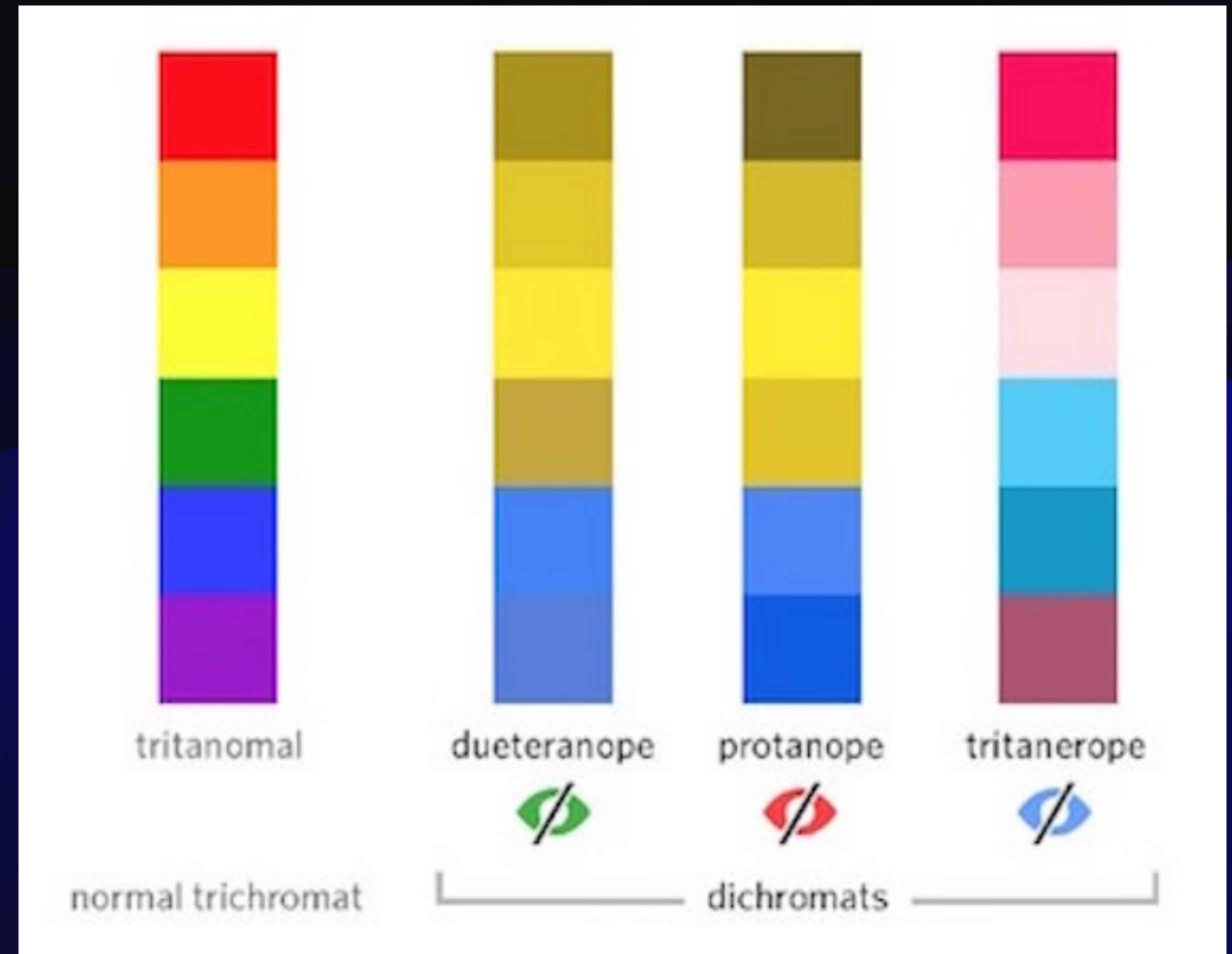
We have the same contrast ratio

We have the same contrast ratio

Color and Contrast

- Color Blindness
 - Color Combo's to avoid
 - Red/Green, Green/Brown
 - Green/Blue, Blue/Gray
- Avoid only using Color to convey information.
- Use labels as well

Color Blindness Types



Add Live Captions to your PowerPoint!

- Google Slides
 - Start Presentation in Google Slides
 - Click More Options > Captions preferences > Turn on Toggle > Captions appear.
- PowerPoint
 - On Slide Show Ribbon select 'Always Use Subtitles'
 - Subtitle Settings. Select Language. Select position on the screen

Resources

- [Microsoft: Make your PowerPoint presentation accessible](#)
- [Apple: Accessible Keynote Presentation](#)
- [Google: Slide Accessibility Overview](#)
- [Color Contrast Checker - WebAIM](#)
- [QRCode Monkey](#)
- [AccessATE.net](#) - Creating Accessible Presentations

Thank you!

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