Voluntary Product Accessibility Template
WorkWORLD™ Software Versions 6.00 and later

The purpose of the Voluntary Product Accessibility Template (VPAT) is to assist individuals in making preliminary assessments regarding the availability of commercial Electronic and Information Technology products and services with features that support accessibility.

The VPAT provides a summary view of criteria specific to various types of technologies. There are three columns in each table. Column one of the Summary Table describes each section of the Standards. The second column describes the supporting features of WorkWORLD. The third column contains any additional remarks and explanations regarding WorkWORLD.

The WorkWORLD software program that is installed on Windows-based personal computers incorporates a number of accessibility features designed to facilitate use by people with disabilities. The same features may also enhance the user experience for other users as well.

Foremost among the accessibility features are WorkWORLD's built-in speech capabilities within the main program. Speech may be enabled or disabled by the user at will. Input data, output information, and internal navigation cues are provided in a context-sensitive manner through audio output directly on the user's computer. The need for continuous development and revision of version-specific scripts in generic screen reader software is eliminated. Since all generic screen readers (such as JAWS) are able to read Microsoft help files, WorkWORLD's internal speech engine has been implemented to co-exist peacefully with external screen readers. This allows WorkWORLD's Help/Information System screen to be read by the screen reader already familiar to people who use one. These speech capabilities add accessibility for people with visual impairments or blindness, cognitive impairments, learning disabilities, and others (such as people who speak English as a second language). Use of speech features is extensively documented in a number of help topics.

Another major area of accessibility is the availability of keyboard equivalent commands. These allow users who may have motor skills deficits and other physical disabilities to control operation of the program without using a mouse. All aspects of the program may be controlled this way. Keyboard equivalents are described throughout the help topics, and are summarized in several navigation and usage topics.

Feedback from users with various disabilities is carefully analyzed and used as the basis for additional enhancements to WorkWORLD. We designed WorkWORLD to be used directly by people with disabilities, and we are always open to additional refinements that would make its use easier.

You can read about the features described above in WorkWORLD's Help/Information System, either from within the program or on the WorkWORLD website. The links below lead to WorkWORLD website pages that describe many of these features:

http://www.workworld.org/wwwebhelp/workworld_speech_overview.htm
http://www.workworld.org/wwwebhelp/workworld_speech_turning_on_or_off.htm
http://www.workworld.org/wwwebhelp/workworld_speech_operation.htm
http://www.workworld.org/wwwebhelp/workworld_speech_using_with_jaws.htm
http://www.workworld.org/wwwebhelp/workworld_speech_controlling_speech_properties.htm
http://www.workworld.org/wwwebhelp/workworld_speech_keyboard_commands_for_jaws_workworld_help_information_system_.htm
http://www.workworld.org/wwwebhelp/workworld_speech_keyboard_commands_for_jaws_internet_explorer_.htm
http://www.workworld.org/wwwebhelp/workworld_speech_keyboard_commands_for_jaws_adobe_acrobat_.htm
http://www.workworld.org/wwwebhelp/navigating_workworld.htm
http://www.workworld.org/wwwebhelp/using_the_help_system.htm

Software Applications and Operating Systems - IT Standards Section 4.2 Voluntary Product Accessibility Template		
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.	Supports	Keyboard shortcuts, arrow navigation, and other features enable users to navigate through all portions of the WorkWORLD program without using a mouse.
(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 available to the product developer.	Supports	Testing of WorkWORLD indicates that the product will not disrupt or disable accessibility features of other products or operating systems. WorkWORLD is specifically designed to operate in conjunction with accessibility aids such as screen readers and magnifiers. WorkWORLD includes a built-in text-to-speech reader with specialized navigational prompts.
(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.	Supports	In WorkWORLD, focus is programmatically exposed through the Microsoft Active Accessibility (MSAA) application programming interface (API).
(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.	Supports	WorkWORLD provides information about user interface elements through the MSAA API.
(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.	Supports	The WorkWORLD user interface consistently uses bitmap images to identify controls, status indicators, and other programmatic 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.	Supports	WorkWORLD provides text content and text input caret location through the MSAA API.
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Supports	WorkWORLD does not overide user-selected contrast and color settings in the operating system.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Not Applicable	Animation is not employed within WorkWORLD software to display information.

Software Applications and Operating Systems - IT Standards Section 4.2 Voluntary Product Accessibility Template		
Criteria	**Supporting Features**	**Remarks and explanations**
(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.	Supports	WorkWORLD does not use color as the only means of conveying, indicating, prompting, or distinguishing.
(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Not Applicable	WorkWORLD does not allow selection of color or contrast; however it will follow selections from the operating system.
(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.	Not Applicable	WorkWORLD does not use flashing or blinking test, objects, or other elements in the software's user interface.
(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.	Supports	WorkWORLD has built-in features, including text-to-speech, that enable people with disabilities to interact with, complete, and submit forms.

Vendor Name:

Employment Support Institute
School of Business
Virginia Commonwealth University
1015 Floyd Avenue
P.O. Box 844000
Richmond, Virginia 23284-4000