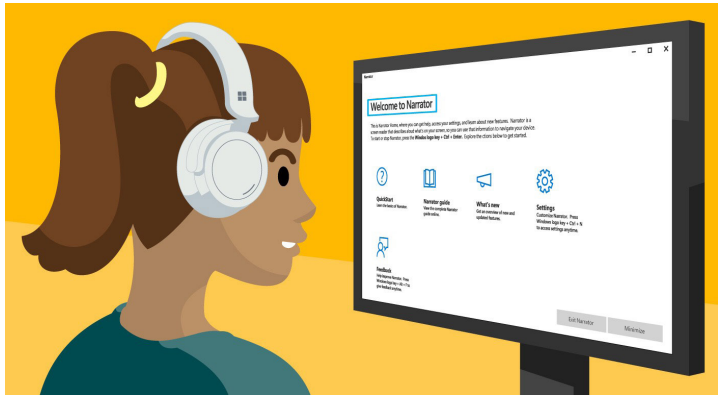
Accessible PDF Documents

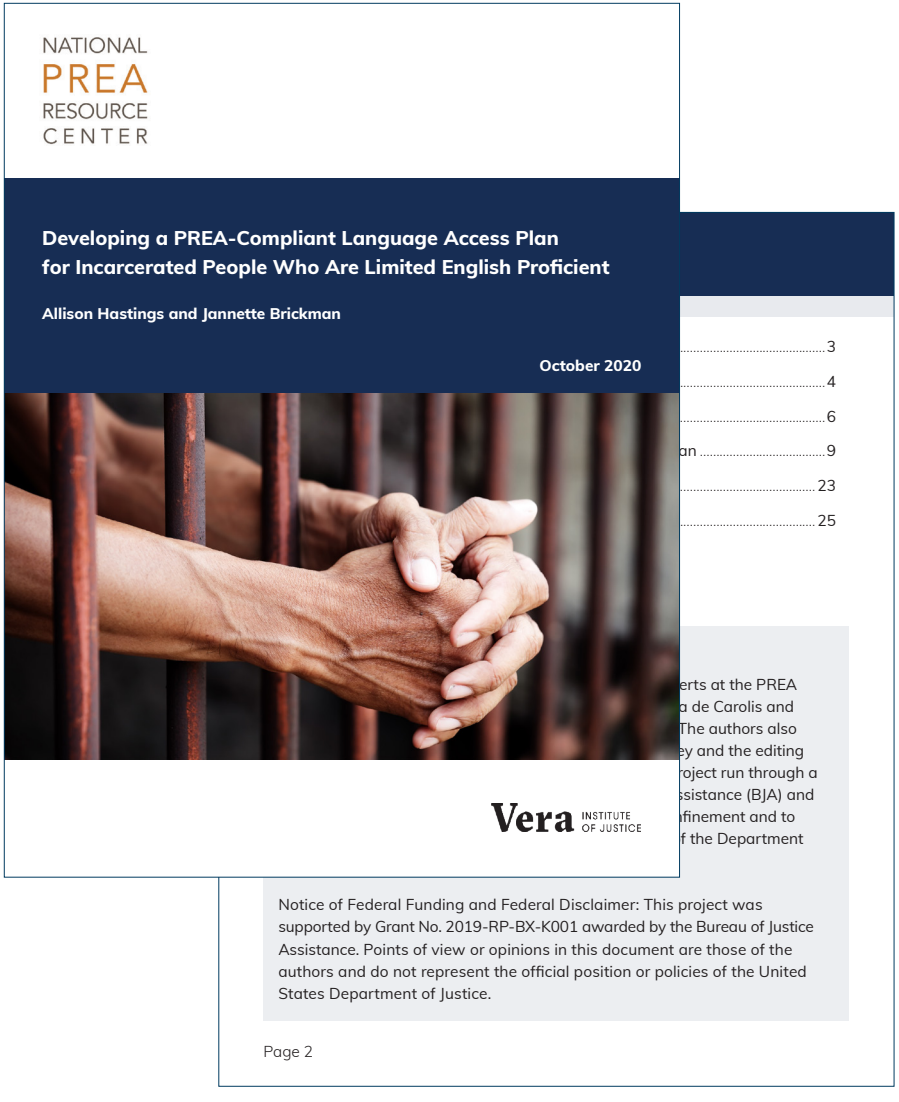
Stephanie Grey // sgreydesign.com

PDF’s and Accessibility



+ Portable Document Format
+ developed by Adobe
+ digital file exchange, security
+ important for accessibility
+ easy access to information
+ screen magnifiers, screen readers, speech-recognition software, text-to-speech software, refreshable Braille displays

Visual design considerations



NATIONAL PREA RESOURCE CENTER

Developing a PREA-Compliant Language Access Plan for Incarcerated People Who Are Limited English Proficient

Allison Hastings and Jannette Brickman

October 2020

Vera INSTITUTE OF JUSTICE

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Page 2

+ fonts

+ size

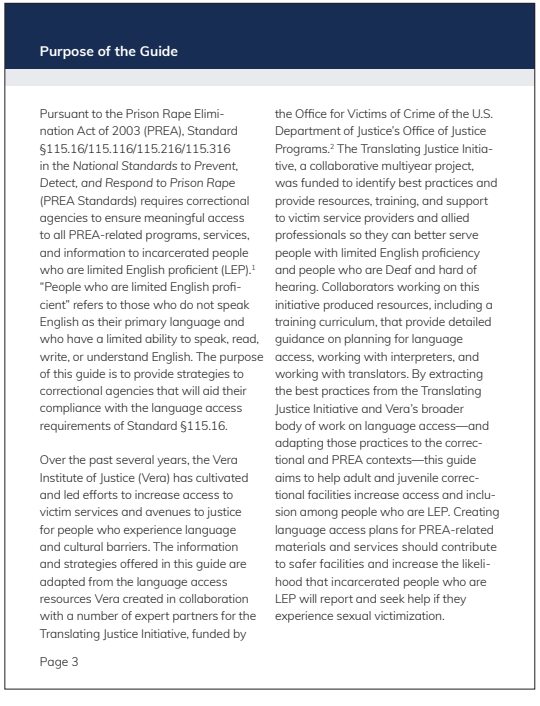
+ hierarchy

+ color contrast

+ white space

+ images

What does an accessible PDF look like?

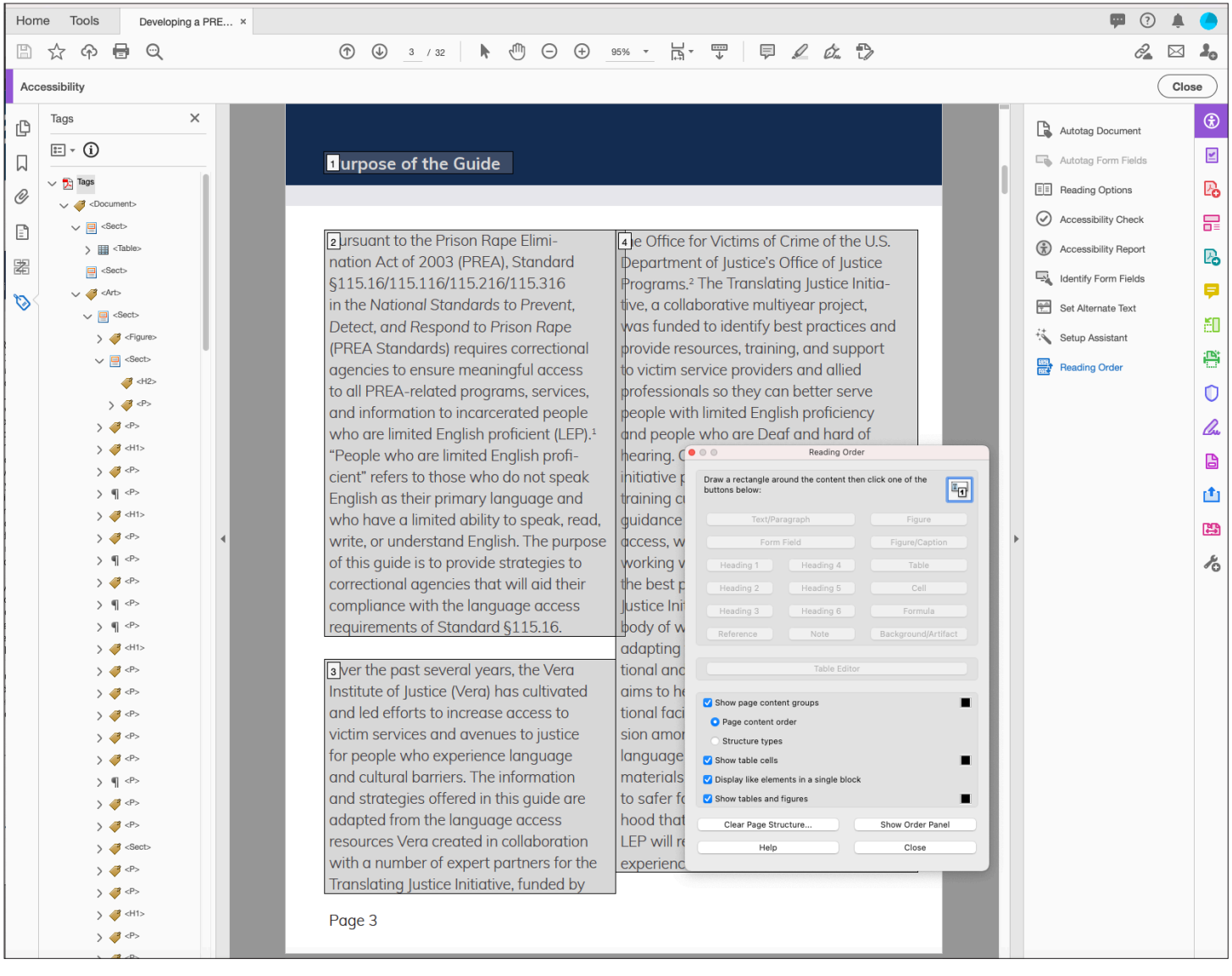


Purpose of the Guide

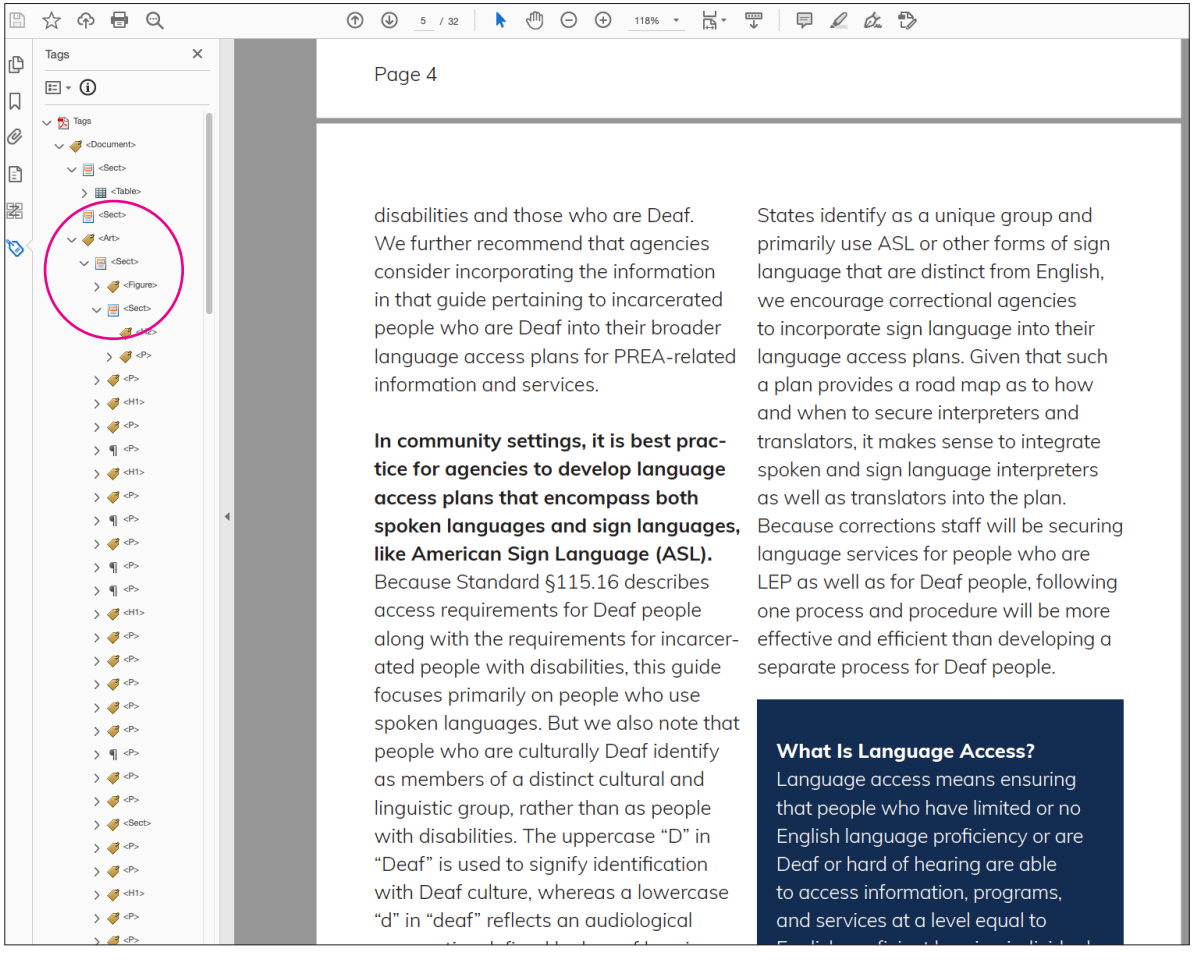
Pursuant to the Prison Rape Elimination Act of 2003 (PREA), Standard §115.16/115.116/115.216/115.316 in the *National Standards to Prevent, Detect, and Respond to Prison Rape* (PREA Standards) requires correctional agencies to ensure meaningful access to all PREA-related programs, services, and information to incarcerated people who are limited English proficient (LEP).[1] "People who are limited English proficient" refers to those who do not speak English as their primary language and who have a limited ability to speak, read, write, or understand English. The purpose of this guide is to provide strategies to correctional agencies that will aid their compliance with the language access requirements of Standard §115.16.

Over the past several years, the Vera Institute of Justice (Vera) has cultivated and led efforts to increase access to victim services and avenues to justice for people who experience language and cultural barriers. The information and strategies offered in this guide are adapted from the language access resources Vera created in collaboration with a number of expert partners for the Translating Justice Initiative, funded by the Office for Victims of Crime of the U.S. Department of Justice's Office of Justice Programs.[2] The Translating Justice Initiative, a collaborative multiyear project, was funded to identify best practices and provide resources, training, and support to victim service providers and allied professionals so they can better serve people with limited English proficiency and people who are Deaf and hard of hearing. Collaborators working on this initiative produced resources, including a training curriculum, that provide detailed guidance on planning for language access, working with interpreters, and working with translators. By extracting the best practices from the Translating Justice Initiative and Vera's broader body of work on language access—and adapting those practices to the correctional and PREA contexts—this guide aims to help adult and juvenile correctional facilities increase access and inclusion among people who are LEP. Creating language access plans for PREA-related materials and services should contribute to safer facilities and increase the likelihood that incarcerated people who are LEP will report and seek help if they experience sexual victimization.

Page 3



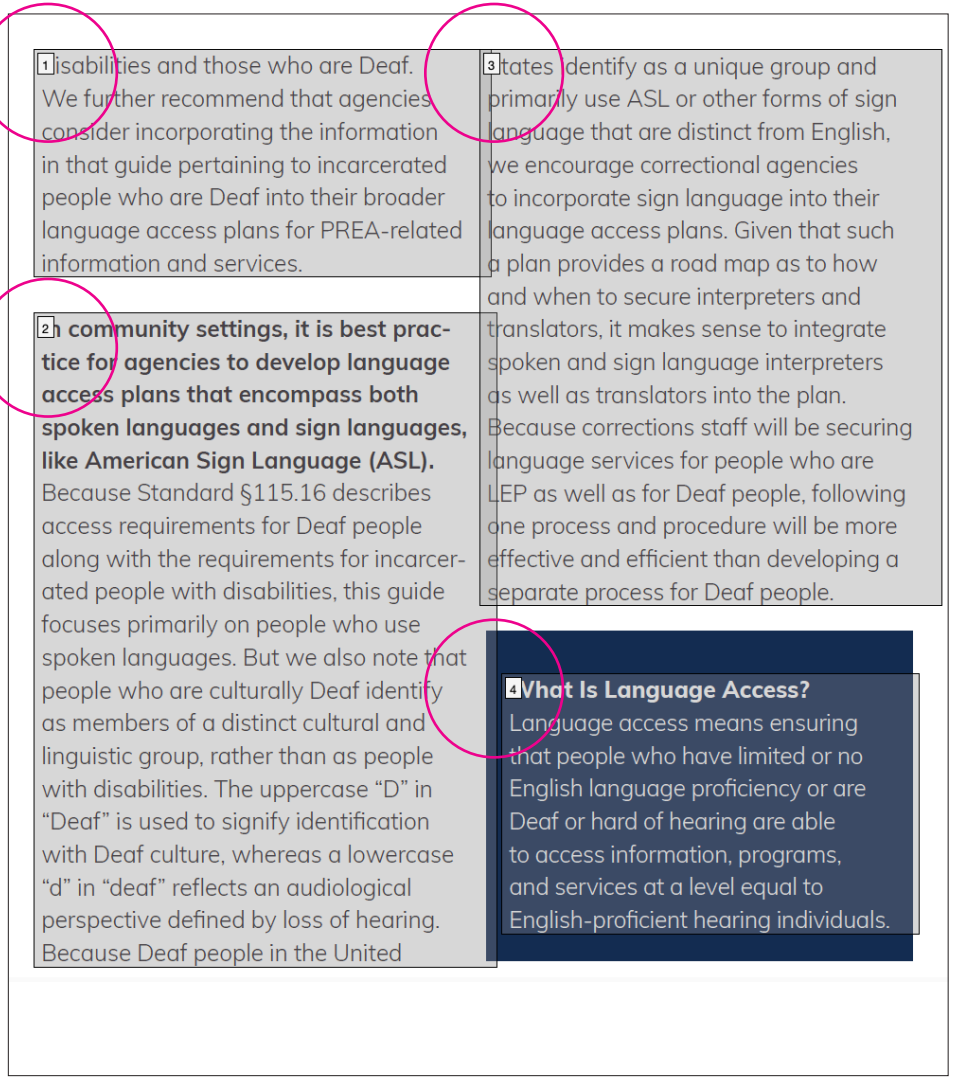
What makes a PDF accessible?



Tags

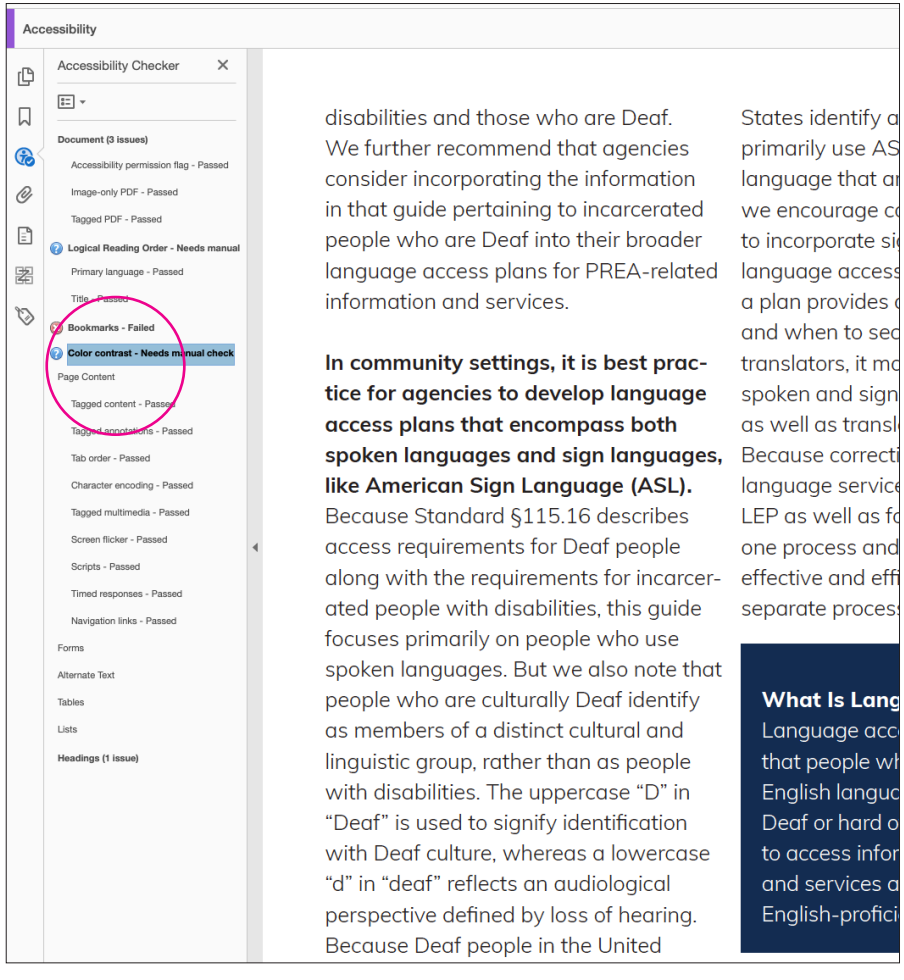
+ provide logical structure
+ nothing to read without tags

What makes a PDF accessible?



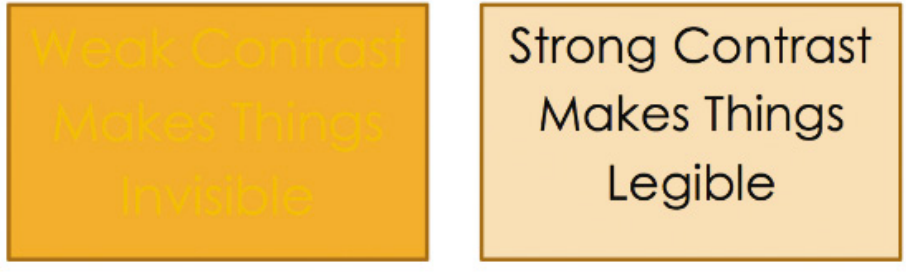
Reading order

What makes a PDF accessible?



Color contrast

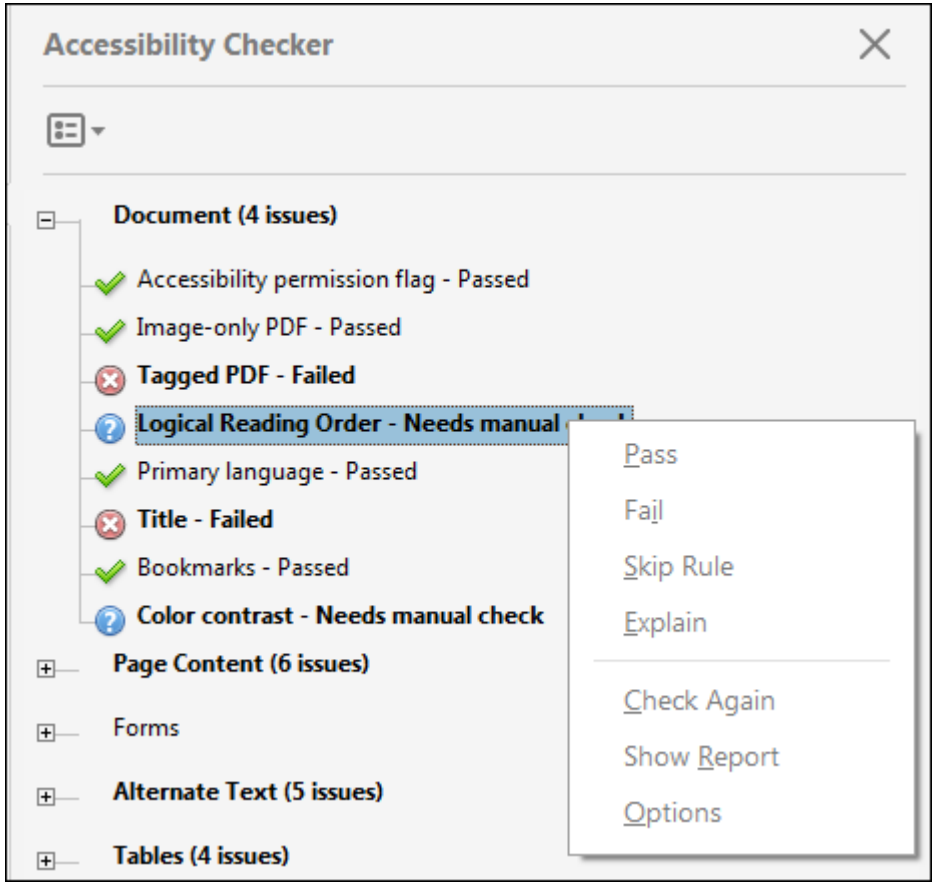
+ use best practices for color contrast

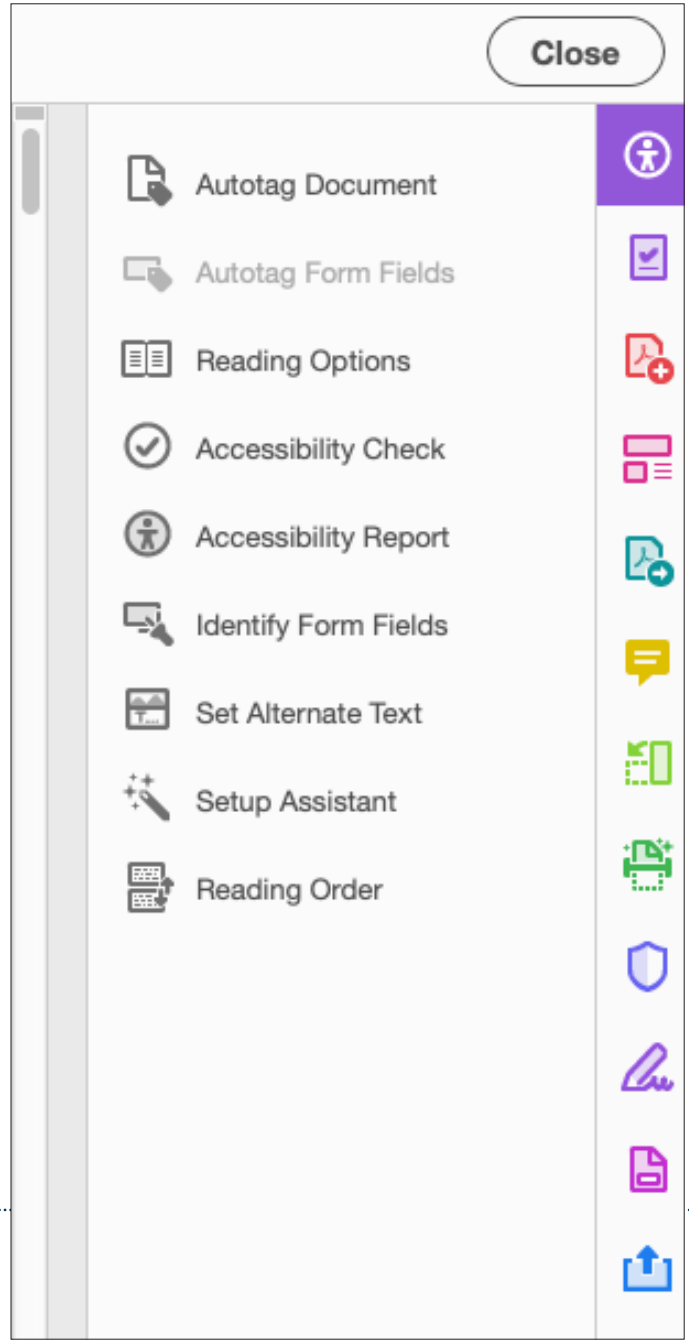


How to make an accessible PDF

+ PowerPoint
+ InDesign
+ Word, etc.
+ native software programs can help with accessible pdf’s

Accessibility check





Links and resources

+ Adobe Acrobat PDF’s

+ create an accessible PDF

+ screen readers

+ color and accessible PDF’S

+ w3.org