VPAT™

Voluntary Product Accessibility Template®

Version 1.3

The purpose of the **Voluntary Product Accessibility Template**, or **VPAT™**, is to assist Federal contracting officials and other buyers in making preliminary assessments regarding the availability of commercial "Electronic and Information Technology" products and services with features that support accessibility. It is assumed and recommended that offerers will provide additional contact information to facilitate more detailed inquiries.

The first table of the Template provides a summary view of the Section 508 Standards. The subsequent tables provide more detailed views of each subsection. There are three columns in each table. Column one of the Summary Table describes the subsections of subparts B and C of the Standards. The second column describes the supporting features of the product or refers you to the corresponding detailed table, e.g., "equivalent facilitation." The third column contains any additional remarks and explanations regarding the product. In the subsequent tables, the first column contains the lettered paragraphs of the subsections. The second column describes the supporting features of the product with regard to that paragraph. The third column contains any additional remarks and explanations regarding the product.

Date: April 1, 2014
Name of Product: Spaces
Contact for more Information (name/phone/email):

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Summary Table **VPAT™** **Voluntary Product Accessibility Template®**		
Criteria	**Supporting Features**	**Remarks**

		and explanations
Section 1194.21 Software Applications and Operating Systems	Supports	Evaluated Web Interface
Section 1194.22 Web-based Internet Information and Applications	Supports	Evaluated Web Interface
Section 1194.23 Telecommunications Products	Not Applicable	
Section 1194.24 Video and Multi-media Products	Not Applicable	
Section 1194.25 Self-Contained, Closed Products	Not Applicable	
Section 1194.26 Desktop and Portable Computers	Not Applicable	
Section 1194.31 Functional Performance Criteria	Not Applicable	
Section 1194.41 Information, Documentation and Support	Supports	Multiple support methods provided

Section 1194.21 Software Applications and Operating Systems – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) When software is designed to run on a system that has a keyboard, product functions shall	Supports	Browser handles this as designed.

be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.		Tabindex used when needed to promote the workflow.
(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	Software does not disrupt any assistive technology
(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	Browser should handle this as designed
(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	Alt text and assistive descriptions have been added to all elements
(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.	Not Applicable	No Bitmap images used

(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	Browser handles this as designed
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Supports	Software does not override user selections
(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	No animations
(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	There is no information solely conveyed with color. All information can be obtained without.
(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	Software has no contrast/color selections
(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.	Supports	Software uses no flashing elements
(I) 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	Electronic forms allow people using Assistive Technology to accurately complete and submit the forms.

Section 1194.22 Web-based Internet information and applications – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Supports	All non-text elements contain an "alt" text description
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Not Applicable	No multimedia presentations exist with this product.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supports	There is no information solely conveyed with color. All information can be obtained without.
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Supports	D!BS uses stylesheets, but can be read accurately by browsers without style information.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not Applicable	No image maps are used.
(f) Client-side image maps shall be	Not Applicable	No image

provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.		maps are used.
(g) Row and column headers shall be identified for data tables.	Not Applicable	No tables are used.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Not Applicable	No tables are used.
(i) Frames shall be titled with text that facilitates frame identification and navigation	Not Applicable	No frames are used.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supports	Web pages do not use flashing elements.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.	Not Applicable	There are no accessibility denied pages that need converting.
(l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.	Not Applicable	Scripting is not used to create interfaces or display information.
(m) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with §1194.21(a) through (l).	Not Applicable	Plug-ins or applets are not required to view/interpret the page content.
(n) When electronic forms are	Supports	Electronic

designed to be completed on-line, 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.		forms allow people using Assistive Technology to accurately complete and submit the forms.
(o) A method shall be provided that permits users to skip repetitive navigation links.	Supports	Anchor tag has been placed at the top of the pages, which will allow screen readers to jump to the main body content.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not Applicable	No timed selections exist.

Note to 1194.22: The Board interprets paragraphs (a) through (k) of this section as consistent with the following priority 1 Checkpoints of the Web Content Accessibility Guidelines 1.0 (WCAG 1.0) (May 5 1999) published by the Web Accessibility Initiative of the World Wide Web Consortium: Paragraph (a) - 1.1, (b) - 1.4, (c) - 2.1, (d) - 6.1, (e) - 1.2, (f) - 9.1, (g) - 5.1, (h) - 5.2, (i) - 12.1, (j) - 7.1, (k) - 11.4.

Section 1194.41 Information, Documentation and Support – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) Product support documentation provided	Supports	This can be available upon request

to end-users shall be made available in alternate formats upon request, at no additional charge		
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supports	This can be available upon request
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supports with exceptions	We provide phone and email support to the administrators of the software. If they have access to these technologies, they can contact us. We also have youtube videos that can be viewed online and text based documentation that can be taken offline.