

Video Accessibility Checklist



Use this checklist when publishing any educational video content to ensure compliance with ADA, Section 504, Section 508, and WCAG 2.1 AA standards.

1. Closed Captions

- Video includes synchronized closed captions for all spoken audio
- Captions include relevant sound effects and speaker identification where appropriate
- Captions can be toggled on/off by the viewer
- Auto-generated captions (YouTube, Zoom, etc.) have been reviewed and corrected for errors
- Technical, scientific, or discipline-specific terminology has been manually verified for accuracy

2. Transcripts

- A full-text transcript of the video's audio content is available to view and download
- The transcript is searchable and printable
- The transcript is compatible with screen readers

3. Audio Descriptions

- Visual-only content (charts, diagrams, on-screen text, demonstrations, etc) are described in narration
- Audio descriptions have been reviewed as part of the final post-production checklist
- Descriptions are clear enough for students who cannot see the visuals

4. Keyboard Navigation & Video Player Accessibility

- Video player is fully operable via keyboard commands (play, pause, skip, volume)
- Video player is compatible with screen readers
- If using a custom LMS player, accessibility compliance has been verified
- Accessibility features have been tested before publishing

5. Color Contrast & Visual Design

- Text overlays and on-screen graphics meet a minimum contrast ratio of 4.5:1
- Color is not used as the sole means of conveying meaning (e.g., correct vs. incorrect answers)
- Video visuals have been run through a contrast-checking tool before publishing
- Auto-generated captions (YouTube, Zoom, etc.) have been reviewed and corrected for errors
- Technical, scientific, or discipline-specific terminology has been manually verified for accuracy

6. Accessible Supporting Materials

- All PDFs are tagged and structured for screen readers
- PowerPoint/slide files use proper heading hierarchies
- All images in supporting documents include descriptive alt text
- Worksheets and reading lists meet the same accessibility standards as videos

7. Publishing & Workflow

- Captions are completed during post-production, before publishing
- Transcript is generated and attached before the video goes live
- Audio descriptions are reviewed as part of the final content checklist
- Video has been checked using a platform accessibility tool (e.g., WAVE, Blackboard/Canvas checker)
- Content meets institution-wide accessibility style guide standards

8. Legacy Content Audit

- Existing video content has been audited for accessibility compliance
- High-traffic/high-priority videos have been identified and remediated first
- A phased remediation timeline is in place for the remaining backlog content



For more information on video accessibility, visit [Rev's guide](#).