



Voluntary Product Accessibility Template (VPAT)

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PRODUCT NAME: DOCSOFT : TE

PRODUCT VERSION NUMBER: 1.5.2.31166

VENDOR COMPANY NAME: DOCSOFT, INCORPORATED

VENDOR CONTACT NAME: WADE PRICE

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APPENDIX A: SUGGESTED LANGUAGE GUIDE

Summary Table Voluntary Product Accessibility Template		
Criteria	Level of Support & Supporting Features	Remarks and explanations
Section 1194.21 Software Applications and Operating Systems	SUPPORTS	Please refer to the VPAT detail below.
Section 1194.22 Web-based Internet Information and Applications	SUPPORTS	Please refer to the VPAT detail below.
Section 1194.23 Telecommunications Products	NOT APPLICABLE	Docsoft:TE is not considered a Telecommunications product.
Section 1194.24 Video and Multi-media Products	SUPPORTS	Please refer to the VPAT detail below.
Section 1194.25 Self-Contained, Closed Products	NOT APPLICABLE	Docsoft:TE is neither self-contained nor considered a closed product.
Section 1194.26 Desktop and Portable Computers	NOT APPLICABLE	Docsoft:TE is not a stand-alone desktop or laptop computer.
Section 1194.31 Functional Performance Criteria	SUPPORTS	Please refer to the VPAT detail below.
Section 1194.41 Information, Documentation and Support	SUPPORTS	Please refer to the VPAT detail below.

**Section 1194.21 Software Applications and Operating Systems - Detail
Voluntary Product Accessibility Template**

Criteria	Level of Support & 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	Docsoft:TE is fully functional using a standard keyboard. All links & functions are text-based and are easily discernable and navigable.
(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	Docsoft:TE is a standalone Windows application, and therefore does not interfere with other installed features and products.
(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	The Docsoft:TE software will perform the following: highlight elements when the focus event is from the mouse; or encircle the element with broken lines if the focus event is from the keyboard.
(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	Docsoft:TE uses naming attributes for form elements along with easy to understand buttons, options & links. In addition, program elements are marked with appropriate ALT tags.
(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	All bitmap images that were used are consistently assigned to one program element only throughout Docsoft:TE's performance.
(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	The font attributes of the menu and transcript display window change accordingly to the preference set in the operating system.
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	SUPPORTS	Existing decorative elements and stylesheets can be overridden by 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	Docsoft:TE does not contain animated components.
(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	Docsoft:TE uses color coding to convey information, but supplements it with additional attributes. For example, confidence of the transcript is depicted by a color bar AND an average displayed in numbers or words.
(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.	SUPPORTS	The font and background colors in Docsoft:TE, and even of the caption files produced, can be changed to the user's preference.
(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	Docsoft:TE does not have any flashing and/or blinking content.
(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 WHEN COMBINED WITH COMPATIBLE AT	All of Docsoft:TE's information, field elements, and functionalities contain textual explanation that are compatible with Assistive Technology.

**Section 1194.22 Web-based Intranet and Internet information and Applications - Detail
Voluntary Product Accessibility Template**

Criteria	Level of Support & 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	Docsoft:TE uses naming attributes for form elements, along with appropriate ALT tags for any images that are not decorative elements of the program.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	NOT APPLICABLE	Docsoft:TE does not have any multimedia presentation that gets installed with the program.
(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	The Docsoft:TE interface is fully functional and understandable in both color and black and white.
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	SUPPORTS	Docsoft:TE allows the user to navigate and obtain the content with or without a stylesheet.
(e) Redundant text links shall be provided for each active region of a server-side image map.	NOT APPLICABLE	Docsoft:TE does not contain server-side image maps.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	NOT APPLICABLE	Docsoft:TE does not contain client-side image maps.
(g) Row and column headers shall be identified for data tables.	NOT APPLICABLE	Docsoft:TE does not have programmed data tables, only PDF images of shortcuts and other documentations.
(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	Docsoft:TE does not contain complex data cell and header cell presentations.
(i) Frames shall be titled with text that facilitates frame identification and navigation	SUPPORTS	Each frame in Docsoft:TE is properly titled.
(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	Docsoft:TE was intentionally created without multimedia content that will cause the screen to flicker.
(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	Docsoft:TE does not need a text-only page, since all the contents of its pages are accessible.
(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.	SUPPORTS WHEN COMBINED WITH COMPATIBLE AT	All of Docsoft:TE's information, field elements, and functionalities contain textual explanation that are compatible with Assistive Technology.
(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).	DOES NOT SUPPORT	Currently, Docsoft:TE only displays string messages when attempting to open the help files without a PDF reader. This oversight has been recorded and will be corrected in the next version.
(n) When electronic forms are 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.	SUPPORTS WHEN COMBINED WITH COMPATIBLE AT	All of Docsoft:TE's information, field elements, and functionalities contain text equivalent and explanations that are compatible with Assistive Technology.
(o) A method shall be provided that permits users to skip repetitive navigation links.	NOT APPLICABLE	Docsoft:TE does not contain repetitive links.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	NOT APPLICABLE	Docsoft:TE does not contain any components that warrant a time-based response.

**Section 1194.24 Video and Multi-media Products – Detail
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Criteria	Level of Support & Supporting Features	Remarks and explanations
a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, widescreen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches vertically, and stand-alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals.	NOT APPLICABLE	Docsoft:TE does not use any TV or DVD components for its basic functionality.
(b) Television tuners, including tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry.	NOT APPLICABLE	Docsoft:TE does not contain any television tuner components.
(c) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.	SUPPORTS	All training and informational video published by Docsoft:TE are captioned. In addition, videos shown in the left side, or the media player section of Docsoft:TE, has a corresponding caption on the right side, or the transcript display section.
(d) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.	SUPPORTS WITH EXCEPTION	Audio descriptions are not automatically added, but can be manually typed in by the user. It is recommended that the audio descriptions are enclosed within square brackets (“[]”).
(e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent.	SUPPORTS	All of Docsoft:TE’s videos that are published online have closed captioning, therefore can be turned off. See www.docsoft.com for examples and more details.

**Section 1194.31 Functional Performance Criteria – Detail
Voluntary Product Accessibility Template**

Criteria	Level of Support & Supporting Features	Remarks and explanations
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.	SUPPORTS WHEN COMBINED WITH COMPATIBLE AT	All of Docsoft:TE’s information, field elements, and functionalities contain textual explanation that are compatible with Assistive Technology.
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.	SUPPORTS	Docsoft:TE allows for on-the-fly font size change via the web browser’s interface. In addition, the interfaces are compatible with Assistive Technology.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be	SUPPORTS	All of Docsoft:TE’s interface can be operated either with a standard keyboard and/or mouse. In addition, the interfaces are compatible with Assistive Technology.

provided		
(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	SUPPORTS WITH EXCEPTION	Docsoft:TE displays video sequentially with caption text, provided that the videos are transcribed with Docsoft:AV.
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.	SUPPORTS	All of Docsoft:TE's interface can be operated either with a standard keyboard and/or mouse. In addition, the interfaces are compatible with Assistive Technology.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	SUPPORTS	All of Docsoft:TE's interface function by pressing a single button. For example, using the TAB key to navigate to a link, and pressing either the SPACE or ENTER key to activate a link.

**Section 1194.41 Information, Documentation and Support – Detail
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Criteria	Level of Support & Supporting Features	Remarks and explanations
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge	SUPPORTS	Every client is given a hardcopy of the Docsoft:TE Documentation Guide, included with the Docsoft:AV User Guide. Links to an online copy are also provided in each Docsoft:TE software, which is also available at http://support.docsoft.com/help/DocsoftTE_Documentation.pdf
(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 VPAT is available at Docsoft, Inc's website: http://www.docsoft.com/shared/pdfs/DocsoftTE-vpat.pdf/
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	SUPPORTS	End-users are provided with all the contact information of Docsoft:TE technical support. Links to the Docsoft website (www.docsoft.com) are also provided in each Docsoft:TE program.