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Product Accessibility Roadmap Template

# Background

As part of Western Connecticut State University’s (WCSU) commitment to ensuring that its digital resources are accessible to people with disabilities, it gathers information about the accessibility and usability of technology products. Gathering this information is critical as it allows the university to select products that provide strong accessibility support. In instances where there are accessibility gaps in products, the information provides the university with knowledge to help it plan for workarounds or accommodations that may be necessary until the vendor has resolved accessibility issues.

# Instructions

WCSU recognizes that producing accessible technology products requires a commitment of resources and that accessibility remediation may require time to accomplish. This template is designed to help vendors to document accessibility gaps in their products and to describe their plans for addressing them.

We ask that you complete the roadmap provided on the next page as follows:

1. **Product/Vendor Information:** Provide the information requested
2. **Issue Description:** List each major accessibility issue for your product, as identified by:
	* Up to date Voluntary Product Accessibility Template (VPAT)
	* Other product support documentation
	* Third-party accessibility evaluation report (highly encouraged)
3. **Current Status:** Enter one of the following values:
	* Open: The issue has not yet been resolved
	* Closed: The issue has already been resolved
	* I/P: The issue is currently under investigation
	* Other
4. **Disposition:** Enter one of the following values:
	* Planned: The issue will be resolved
	* Deferred: The issue will not be resolved
	* I/P: The issue is currently under investigation
	* Other
5. **Remediation Timeline:** Enter the date by which you anticipate that the issue will be resolved
6. **Available Workarounds**: Describe the business processes that your company will offer or third-party products that consumers or campuses should consider to work around the issue
7. **Comments (optional)**: Provide details / description regarding the issue
8. **Additional Information (optional)**: Provide any substantial justification of uniqueness of product and/or additional discussion regarding accessibility plans

# Accessibility Roadmap

## Vendor/Product Information

|  |  |
| --- | --- |
| Vendor name |  |
| Product name |  |
| Product version |  |
| Completion date |  |
| Contact name, title |  |
| Contact email, phone |  |

## Specific Issues

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Issue Description | Current Status(Open, Closed, I/P) | Disposition (Planned, Deferred, I/P) | Remediation Timeline | Available Workarounds | Comments |
| Images on the landing page lack equivalent alternate text | Open | Planned | Q3, 2004 release (v1.2) |  | Functional images will receive descriptive alternate text; decorative images will receive null alternate text. |
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## Additional Information