

10/10/25 Electronic Records Day Resources!

1. Council of State Archivists Webinar

<https://statearchivists.org/electronic-records-day/>

2. Thinking About Digital Accessibility Links & Poster (2024)

The following was created to support CoSA's 2024 Electronic Records Day Poster on Digital Accessibility. It provides an in-depth list of available resources and tools related to this topic. The resources and tools below are current as of October 2024 and provided for convenience and informational purposes; they do not constitute an endorsement or approval by CoSA. CoSA bears no responsibility for the accuracy, legality, or content of the external sites or for that of subsequent links. Be sure to revisit this page as the Tools & Resource subcommittee of CoSA's State Electronic Records Initiative (SERI) adds more content on this topic during 2025. Links to Resources/Supporting Document Content:

- **Guidance on Web Accessibility and the ADA:** <https://www.ada.gov/resources/web-guidance/>
- **Section 508:** <https://www.section508.gov/>
- **Fact Sheet: New Rule on the Accessibility of Web Content and Mobile Apps Provided by State and Local Governments:** <https://www.ada.gov/resources/2024-03-08-web-rule/>
- **Best Practices for Writing for the Accessible Web:** <https://digital.gov/resources/best-practices-writing-for-accessible-web/>
- **Find accessibility resources:** https://accessibility.umn.edu/groups-events/attend-events-view-recordings?tid_1%5B%5D=186
- **W3C Web Accessibility Initiative (WAI):** <https://www.w3.org/WAI/fundamentals/>
- <https://accessibility.huit.harvard.edu/describe-content-images#:~:text=Alt%20Text%20is%20a%20brief,relates%20to%20the%20page%20content>
- **Arkansas Digital Archives: Accessibility Statement:** <https://digitalheritage.arkansas.gov/accessibility.html>
- **Digital Accessibility at NARA for Users with Disabilities:** <https://www.archives.gov/global-pages/accessibility>
- **Accessibility of Archives' Digital Resources For Users With Hearing And Visual Impairments by Meredith H. Campbell (PDF):** <https://cdr.lib.unc.edu/downloads/ns0649599?locale=en>

- **Write helpful Alt Text to describe images:** <https://accessibility.huit.harvard.edu/describe-content-images>
- **Federal Plain Language Guidelines:** <https://www.plainlanguage.gov/media/FederalPLGuidelines.pdf>
- **Ease of Navigation:** <https://usabilitygeek.com/10-guidelines-for-navigation-usability/>

Tools

- **Evaluate**
 - **WAVE Browser Extensions:** <https://wave.webaim.org/extension/>
 - **Create and verify PDF accessibility (Acrobat Pro):** <https://helpx.adobe.com/acrobat/using/create-verify-pdf-accessibility.html>
 - **Canva:** <https://www.canva.com/accessibility/>
- **Contrast Checker**
 - **WCAG Color Contrast Checker:** <https://accessibleweb.com/color-contrast-checker/>
 - **WebAIM Contact Checker:** <https://webaim.org/resources/contrastchecker/>
- **AI Alt Text Generators**
 - **AI Alt Text Generator:** <https://alttext.ai/>
 - **Free AI Image Alt Text Generator:** <https://ahrefs.com/writing-tools/img-alt-text-generator>
- **Closed Captioning**
 - **YouTube:** <https://support.google.com/youtube/answer/2734796?hl=en>
 - **Subtitle Edit:** <https://www.nikse.dk/subtitleedit>
 - **REV:** <https://www.rev.com/>
 - **CADET - Caption and Description Editing Tool:** <https://www.wgbh.org/foundation/services/ncam/cadet>
- **Transcripts**
 - **REV:** <https://www.rev.com/>
 - **Whisper.ai:** <https://github.com/openai/whisper>
- **Translation Tools**
 - **The Best Online Translation Software for Free:** <https://www.atltranslate.com/blog/best-translation-tools-top-free-online-software>
- **Screen Readers**
 - **JAWS:** <https://www.freedomscientific.com/products/software/jaws/>
 - **NV Access:** <https://www.nvaccess.org/download/>

THINKING ABOUT DIGITAL ACCESSIBILITY

This poster provides thinking points around digital accessibility. Accessibility continues to be a crucial part of everyday life, and the digital aspects are no exception. Digital accessibility needs can be seen in everything from website navigation, video streaming, webinar presentations, and much more.

WHERE TO GET STARTED



Visual Accessibility

- Contrast Checker: Tool to check your background and text for accessibility
- Descriptive Alt Text: Written description of images



Auditory Accessibility

- Closed captioning: Time-synchronized text to go along with video
- Transcripts: Text accompaniment to audio



Language Accessibility

- Translation Tools: Identifying content language can help screen readers
- Accessible Language: avoiding idioms, jargon, and other easily misinterpreted words to help a broad audience understand



User Experience

- Ease of Navigation: The ability to move through a website on different types of devices
- Screen reader: software that translates text and provides instructions on how to interact with a content on a screen



For more information and resources please check out:
bit.ly/erecsday2024



Council of State Archivists (CoSA) – State Electronic Records Initiative
www.statearchivists.org