



MyLab Accessibility Best Practices Guide

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Introduction/Overview

Striving to ensure every learner succeeds

Empowering learners will always be central to Pearson's mission and values. That includes designing instructional content for MyLab® to be fully accessible to students with disabilities while continually improving usability.

By honoring the following best practices together, we can enable a wider array of students to thrive through their learning journey — and prepare everyone to prosper.

MyLab course materials

Pearson's investment in accessible product design and remediation is significant and ongoing as we strive to meet and exceed Web Content Accessibility Guidelines (WCAG 2.1 AA standards) for all our educational materials including those designed for MyLab courses.

If for any reason any Pearson eTextbook doesn't meet a student's need, Pearson is prepared to provide other course material options. To save everyone time and effort, we've partnered with top providers and accessibility experts to expand our capabilities.

Alternative course materials

Accessible eTextbooks

Pearson's newest eTextbook platform, Pearson+, supports the majority of WCAG 2.1 AA standards and we are continuously updating to improve both accessibility and usability as well as compatibility with assistive technologies. Keep in mind that the most recent edition of each title will provide the most accessible user experience.

Pearson+ eTextbooks can be accessed in two ways:

1. Using a MyLab course

If your course uses Pearson MyLab online learning platforms, students may already have access to an accessible eTextbook. To open, go to the MyLab course menu in your browser and select the eTextbook option.

2. Logging in to Pearson+ directly

For classes that do not use MyLab, students can [log in to Pearson+](#) to access eTextbooks from a computer or mobile device (iOS and Android), even when offline.

Please email us at disability.support@pearson.com for title-specific details or if you encounter any issues.

Alternate format text

If a Pearson+ eTextbook is not fully accessible for a student based on their needs, an alternate format text can be found within the [Pearson VitalSource accessible digital textbooks library](#).

You may purchase Pearson titles as eTextbooks from VitalSource and get instant access to eTextbooks through the VitalSource Bookshelf platform.

[Learn more about accessible digital eTextbooks from Pearson and get answers to common questions about them.](#)

AccessText Network

Pearson partners with the AccessText Network to ensure that students with print-based disabilities that would be better addressed by a non-digital textbook also have that option. Upon request and at no added cost, additional Pearson titles are available for qualified students who buy or rent our print or eTextbook versions through AccessText Network, a clearinghouse for files from all major higher education publishers.

A disability services representative must make these title requests from the school who must register with the AccessText Network. The alternative text file will be delivered typically as an untagged PDF (meaning not fully accessible for digital consumption).

This method is ideal for:

- Schools intending to produce their own braille or large format documents
- Students requiring a printed textbook versus digital book as a result of a disability

Braille and large print

Pearson and Allyant, the leading provider of accessible textbook formats in North America, partnered to significantly reduce the turnaround time and cost of providing top-selling Pearson titles in braille and reflowed large print.

T-Base can deliver top-selling braille or reflowed large-print textbooks within 10 business days at a substantial cost reduction to institutions. Purchasing accessible textbooks through this new, more efficient process enables educators to focus on helping students succeed in their studies.

Explore the ever-expanding [Allyant Catalog](#). Order textbooks in braille or reflowed large print by emailing Allyant at: info@allyant.com or calling: 1-800-563-0668.

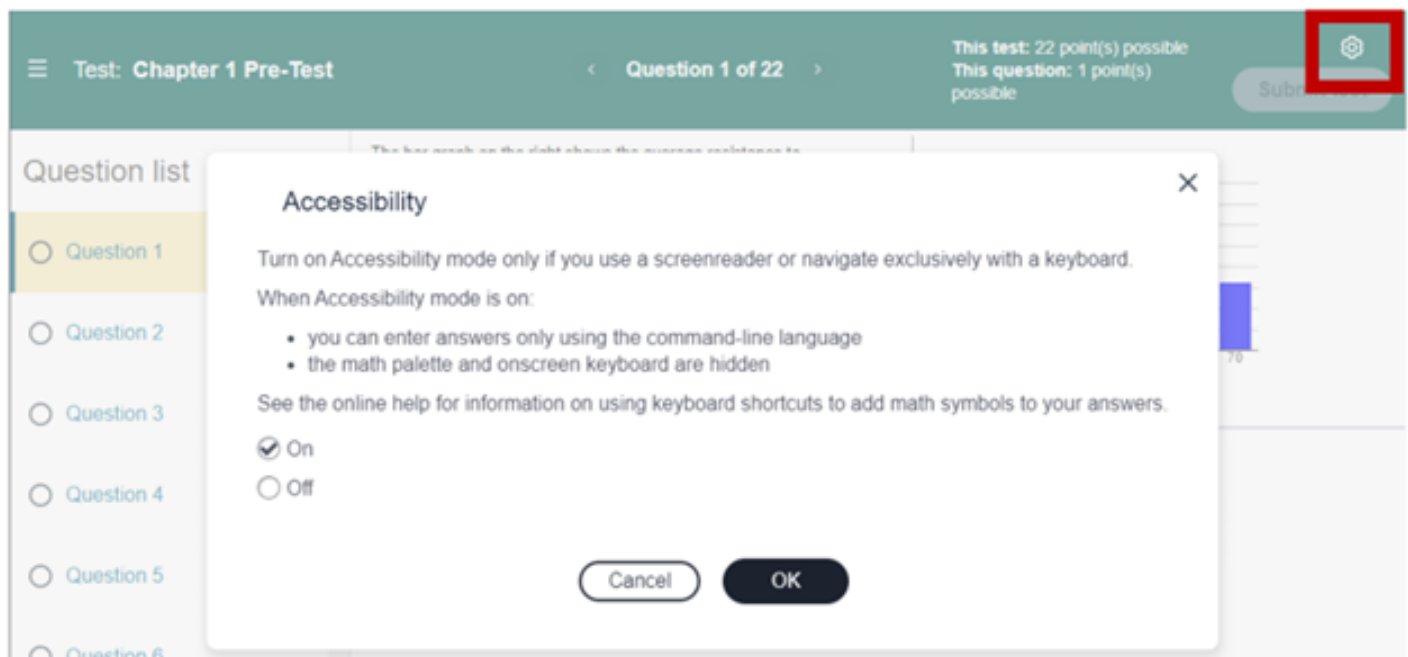
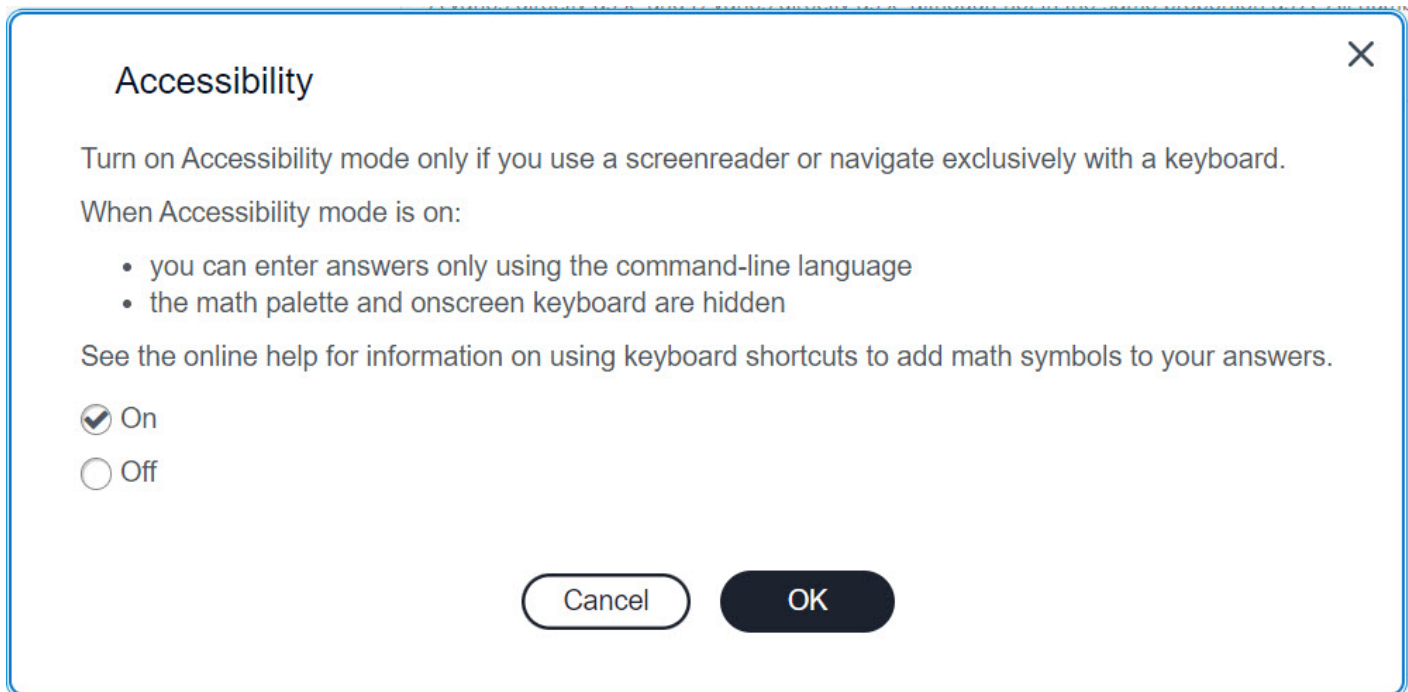


MyLab accessibility features

Turning on Accessibility

Users must turn on an Accessibility Mode to use screen readers and keyboard navigation with MyLab.

See [step-by-step instructions for Turning on Accessibility Mode, Voiceover, and JAWS](#).



Platform and navigation

The screenshot shows the MyLab Math interface for a course titled "MATH 146". The user is logged in as "Hi, Lindsey". The page is titled "Course Home" and includes a "Manage View" dropdown. The main content area is divided into three sections: "Welcome!", "Gradebook", and "Assignments".

- Welcome!**: A "Standard Course" header with the current course time: "03/27/2023 3:41 pm (UTC-05:00) Eastern Time (US & Canada)". It contains two links: "Manage your assignments" and "Manage announcements and student homepage".
- Gradebook**: A section with the text "There are no grades yet." and a search box for "Student Name". It includes three links: "Manage gradebook >", "Change weights >", and "Set scoring options >".
- Assignments**: A section listing several assignments with their due dates (all 03/13/23 11:59pm):
 - Chapter 1 Skills Check (due 03/13/23 11:59pm)
 - Chapter 1 Skills Review Homework (due 03/13/23 11:59pm)
 - Chapter 2 Skills Check (due 03/13/23 11:59pm)
 - Chapter 2 Skills Review Homework (due 03/13/23 11:59pm)
 - Chapter 3 Skills Check (due 03/13/23 11:59pm)It includes three links: "Manage assignments >", "Settings for multiple assignments >", and "Individual student settings >".

All MyLab website pages are screen reader and keyboard-accessible including student pages like Calendar, Homework and Tests, Results, Announcements, and Study Plan.

The platform's interface works with common screen magnifiers. Browser- or device-based contrast settings are respected.

**Note: When the student is using keyboard-only navigation or assistive technology within MyLab, the Accessibility Mode is required to complete assignments. (Explore the [command-line language](#) students can use to type symbols when Accessibility Mode is turned on.)*

The screenshot shows the MyLab Math interface for the "Assignments" page of "MATH 146". The user is logged in as "Hi, Lindsey". The page is titled "Assignments" and includes a "Manage View" dropdown. The main content area is titled "Homework and Tests" and features a table of assignments.

Filters: All Assignments, All Chapters, Show All

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Due	Prereq	Assignment	Time Limit	Attempts	Gradebook Score
04/12/23 11:59pm		Chapter 1 Skills Check		0 of ∞	
04/13/23 11:59pm	▶	Chapter 1 Skills Review Homework			
04/14/23 11:59pm		Chapter 2 Skills Check		0 of ∞	
04/17/23 11:59pm	▶	Chapter 2 Skills Review Homework			
04/18/23 11:59pm		Chapter 3 Skills Check		0 of ∞	
04/19/23 11:59pm	▶	Chapter 3 Skills Review Homework			
04/20/23 11:59pm		Chapter 4 Skills Check		0 of ∞	

Assignments and assessments

When giving students with disabilities any assignments, be sure their eTextbooks display a copyright year of 2014 or later, and keep in mind that all Pearson business products published in 2016 or later also have accessible eTextbooks.

Contact disability.support@pearson.com for questions about other eTextbooks.

The screenshot shows the 'Table of contents' for 'Fundamentals of Statistics with Integrated Review 6/e' by Michael Sullivan, III. The 'Copyright' section is expanded in the table of contents. The main content area displays the copyright notice: 'Copyright © 2022, 2018, 2014 by Pearson Education, Inc. or its affiliates, 221 River Street, Hoboken, NJ 07030. All Rights Reserved. Manufactured in the United States of America. This publication is protected by copyright, and permission should be obtained from the publisher prior to any prohibited reproduction, storage in a retrieval system, or transmission in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise. For information regarding permissions, request forms and the appropriate contacts within the Pearson Education Global Rights & Permissions Department, please visit www.pearsoned.com/permissions/'. It also includes acknowledgements and trademark information for Pearson, ALWAYS LEARNING, and MYLAB.

Question bank for homework and tests

Accessible questions are noted with an icon to help instructors select accessible assessments and require alternative text.

The screenshot shows the 'MyLab Math' Assignment Manager interface for 'MATH 146'. The 'Assignment Manager' section is active, showing settings for 'Chapter 1 Test'. The 'Question Source' section has checkboxes for 'Show publisher questions', 'Show additional test bank questions', and 'Show custom questions (+) for this book'. The 'Available Questions' list shows 374 questions, with a selection of 4 questions in the 'My Selections' table. The 'My Selections' table includes columns for Question ID, Objective, Estimated time, and Points.

Question ID	Objective	Estimated time	Points
1.A-5 (tb)	Identify types of fallacies.	37s	1
1.B-4 (tb)	Identify propositions and how to write their nega...	27s	1
1.D-7 (tb)	Analyze deductive arguments with and without c...	46s	1
1.A.QQ-7	Quick Quiz	1m 7s	1

Pearson is actively and consistently increasing the number of accessible questions.

Accessible questions and items are:

- Screen reader and keyboard accessible
- Compatible with common screen magnifiers
- Contrast-optimized for vision-impaired access
- Created with accessible media such as video with captions and/or video descriptions and images with alternative text

Custom Question Builder

When editing existing questions or composing your own, remember to:

- Add alternative text for images
- Use only captioned media
- Format fonts for optimal readability
- Weigh the use of static vs algorithmic questions for ease of editing and to accommodate student needs
- Want to learn more? [Watch our MyLab Create Your Own Questions video.](#)
- Use questions from other texts and the new enhanced book search. [Watch our MyLab Enhanced Book Search video.](#)

Pearson Custom Question Builder

File Edit Insert Format Tools Table Help

Preview Exercise **B** **I** **U** **S** **O** **A** **A** **A** **A**

Regenerate Algorithmic Values Convert to Algorithmic Value Show Algorithmic Value Names Show Algorithmic Value List

Algorithmic Values

- Math Objects -

Equation Editor

Graph

Number Line

Pie Chart

Bar Chart

Figure

- Student Interactions -

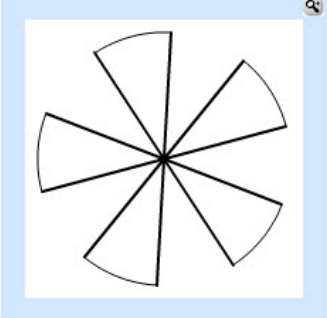
Short Answer

Multiple Choice

True/False

Essay Answer

Identify all of the symmetries in the following figure.



Identify the symmetries in the figure by describing what can be done to the figure and have its appearance remain the same. Select all that apply.

A. There are exactly five lines across which it can be reflected.

B. There are exactly ten lines across which it can be reflected.

C. There is exactly one line across which it can be reflected.

D. It can be rotated through any multiple of 72° .

E. It can be rotated through any multiple of 36° .

F. It can be translated left or right.

G. It can be translated up or down.

Save Save & Close

Microsoft PowerPoint decks

Microsoft PowerPoint decks copyrighted 2018 or later are accessible and include:

- Slides that use a clear, simple language and layout
- Slides that use accessible fonts of a minimum size
- Defined reading order
- Accessible color contrast ratios (4.5:1) for text and images of text and color combinations that can be read by students with color blindness
- Alternative text descriptions for images
- Accessible math, where applicable
- Slide titles in the title placeholder for each slide that are unique and concise
- Meaningful text or raw URLs to describe hyperlinks
- Lists that are built as structured lists
- Columns that are created with defined reading order
- Tables that are created with PowerPoint's table feature, are simple grids with predictable rows and columns, and are free of merged cells
- Slides that are free of background images and flickering images

The screenshot shows the MyLab Math interface for a course titled "MATH 146". The user is identified as "Hi, Lindsey". The page features a navigation sidebar on the left with options like "My Courses", "Manage Course", "Course Home", "Assignments", "Study Plan", "Gradebook", "eText", "Chapter Contents", "Activity Manual", "Statcrunch", "Tools for Success", "Multimedia Library", "Skills for Success", "Accessible Resources", "Purchase Options", "Discussions", and "Course Tools". The main content area is titled "Accessible Resources" and contains two sections: "Accessible Resources" with three bullet points linking to "Accessible PowerPoint Lecture Slides", "Video Transcripts", and an "alternate version of your eBook"; and "Additional Accessible Information" with two bullet points linking to "Accessibility Information" and "Frequently Asked Questions About Accessibility".

Alternative Text

- Alternative text (“Alt Text”) is a written description that conveys visual content of images to students who are blind or have low vision. Pearson eTextbooks with a copyright year of 2018 or later have alternative text for images.
- Alternative text is read aloud by screen readers and other assistive technology devices. For complex images, a long description may also be provided via hyperlink to fully describe the image.

Videos

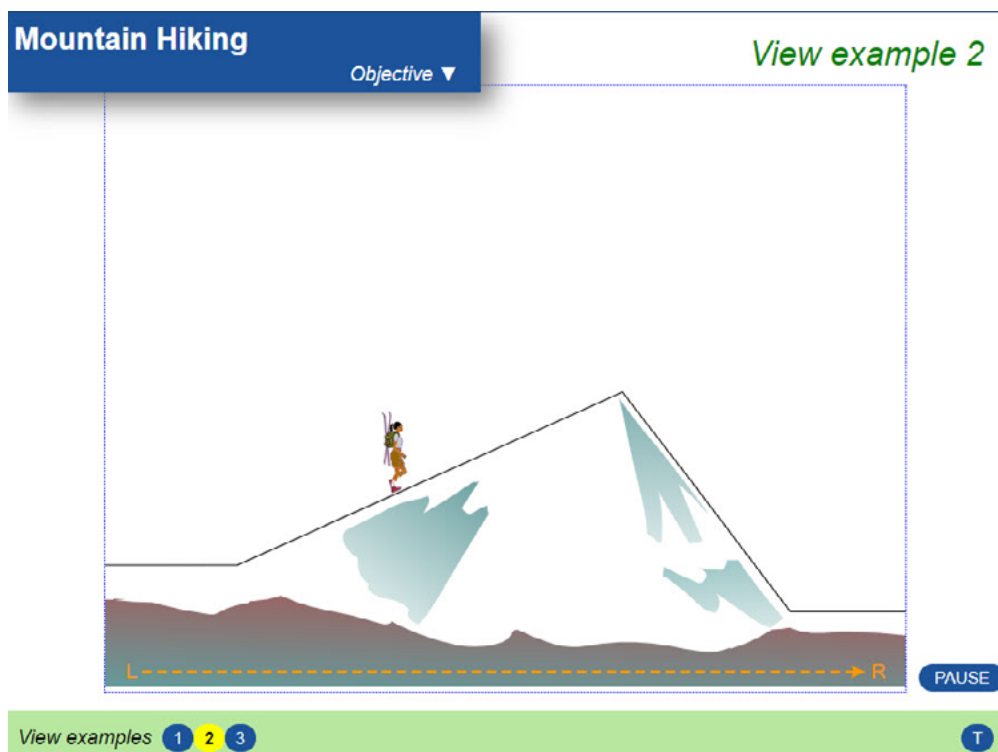
Videos:

- Are navigable using screen readers and keyboards
- Offer closed captioning in most Business, Reading & Writing, and Math & Statistics products. Note: MIS titles and products released prior to 2010 may vary.
- Provide access to certain transcripts via the video player. (See the Further Problem Solving example.) Activate this feature in “Settings.” Some transcripts are available as supplemental materials within the course and do not require a request.
- Will include audio descriptions in future releases of visual details on screen that are not apparent from the audio alone.



Discipline-specific media

Many MyLab products feature discipline-specific media (e.g.: animations, simulations, experiments, flashcards, etc.). For updated details on their accessibility, refer to discipline-specific accessibility status flyers.



In your MyLab course: New considerations

- Link an HTML eBook directly to its own tab.
- Use screen-reader compatible questions. If using Skill Builder, select only the screen reader questions.
- Extend testing time by 50% by using the individual student settings.

Support and documentation

VPATs and other accessibility status documents

- VPATs and Accessibility Conformance and Remediation Forms (ACC&R) are available for many products upon request and organized and described by feature and status.
- To request this information, contact [Pearson Disability Support](#).
- Learn more about [Pearson's Accessibility](#) online or contact your Pearson Sales Representative.



Pearson