How to Meet WCAG 2.0
A customizable quick reference to Web Content Accessibility Guidelines 2.0 requirements (success criteria) and techniques

Introduction

This document lists all of the requirements (called "success criteria") from Web Content Accessibility Guidelines (WCAG) 2.0. It also lists techniques to meet the requirements, which link to more details. The "Understanding" links go to descriptions, examples, and resources.

You can customize the list by selecting the technologies that apply to your Web project, and the levels and techniques that you want included in the list.

Technology-specific techniques do not supplant the general techniques: content developers should consider both general techniques and technology-specific techniques as they work toward conformance.

Note: In some customized views, no techniques will be listed under some headings. This indicates that there are no documented techniques for the technologies chosen.

See the WCAG Overview for an introduction to WCAG and supporting documents, including more information about this document.

About the Techniques

Note that all techniques are informative - you don't have to follow them. The "sufficient techniques" listed below are considered sufficient to meet the success criteria; however, it is not necessary to use these particular techniques. Anyone can submit new techniques at any time. If techniques are used other than those listed by the Working Group, then some other method for establishing the technique's ability to meet the success criteria would be needed.

In addition to the 'sufficient techniques', there are also advisory techniques that go beyond WCAG 2.0's requirements. Authors are encouraged to apply all techniques that they are able to, including the advisory techniques, in order to best address the needs of the widest possible range of users.

Note that even content that conforms at the highest level (AAA) will not be accessible to individuals with all types, degrees, or combinations of disability, particularly in the cognitive language and learning areas. Authors are encouraged to seek relevant advice about current best practice to ensure that Web content is accessible, as far as possible, to this community.

See also Sufficient and Advisory Techniques.

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See also Sufficient and Advisory Techniques.

Table of Contents
1.1 **Text Alternatives:** Provide text alternatives for any non-text content so that it can be changed into other forms people need, such as large print, braille, speech, symbols or simpler language.

1.2 **Time-based Media:** Provide alternatives for time-based media.

1.3 **Adaptable:** Create content that can be presented in different ways (for example simpler layout) without losing information or structure.

1.4 **Distinguishable:** Make it easier for users to see and hear content including separating foreground from background.

2.1 **Keyboard Accessible:** Make all functionality available from a keyboard.

2.2 **Enough Time:** Provide users enough time to read and use content.

2.3 **Seizures:** Do not design content in a way that is known to cause seizures.

2.4 **Navigable:** Provide ways to help users navigate, find content, and determine where they are.

3.1 **Readable:** Make text content readable and understandable.

3.2 **Predictable:** Make Web pages appear and operate in predictable ways.

3.3 **Input Assistance:** Help users avoid and correct mistakes.

4.1 **Compatible:** Maximize compatibility with current and future user agents, including assistive technologies.

### Conformance Requirements

**Your Customized WCAG 2.0 Quick Reference List**

This Quick Reference is currently customized to include:

- **Techniques and Failures:** General (Hidden: HTML, CSS, SMIL, Client-side Scripting, Server-side Scripting, Flash, PDF)
- **Success Criteria Levels:** AA (Hidden: A, AAA)
- **Sections:** Introduction, Conformance Requirements (Hidden: Sufficient Techniques and Failures, Advisory Techniques)

### Text Alternatives

**Guideline 1.1** Provide text alternatives for any non-text content so that it can be changed into other forms people need, such as large print, braille, speech, symbols or simpler language.  [Understanding Guideline 1.1](#)

### Time-based Media

**Guideline 1.2** Provide alternatives for time-based media.  [Understanding Guideline 1.2](#)

#### Captions (Live)

**1.2.4 Captions are provided for all live audio content in synchronized media.** *(Level AA)*  [Understanding Success Criterion 1.2.4](#)

#### Audio Description (Prerecorded)

**1.2.5 Audio description is provided for all prerecorded video content in synchronized media.** *(Level AA)*  [Understanding Success Criterion 1.2.5](#)
Adaptable

Guideline 1.3 Create content that can be presented in different ways (for example simpler layout) without losing information or structure. Understanding Guideline 1.3

Distinguishable

Guideline 1.4 Make it easier for users to see and hear content including separating foreground from background. Understanding Guideline 1.4

Contrast (Minimum)

1.4.3 The visual presentation of text and images of text has a contrast ratio of at least 4.5:1, except for the following: (Level AA) Understanding Success Criterion 1.4.3

- **Large Text:** Large-scale text and images of large-scale text have a contrast ratio of at least 3:1;
- **Incidental:** Text or images of text that are part of an inactive user interface component, that are pure decoration, that are not visible to anyone, or that are part of a picture that contains significant other visual content, have no contrast requirement.
- **Logotypes:** Text that is part of a logo or brand name has no minimum contrast requirement.

Resize text

1.4.4 Except for captions and images of text, text can be resized without assistive technology up to 200 percent without loss of content or functionality. (Level AA) Understanding Success Criterion 1.4.4

Images of Text

1.4.5 If the technologies being used can achieve the visual presentation, text is used to convey information rather than images of text except for the following: (Level AA) Understanding Success Criterion 1.4.5

- **Customizable:** The image of text can be visually customized to the user's requirements;
- **Essential:** A particular presentation of text is essential to the information being conveyed.

*Note:* Logotypes (text that is part of a logo or brand name) are considered essential.

Keyboard Accessible

Guideline 2.1 Make all functionality available from a keyboard. Understanding Guideline 2.1

Enough Time

Guideline 2.2 Provide users enough time to read and use content. Understanding Guideline 2.2

http://www.w3.org/WAI/WCAG20/quickref/Overview.php
Seizures
Guideline 2.3 Do not design content in a way that is known to cause seizures. Understanding Guideline 2.3

Navigable
Guideline 2.4 Provide ways to help users navigate, find content, and determine where they are. Understanding Guideline 2.4

Multiple Ways
2.4.5 More than one way is available to locate a Web page within a set of Web pages except where the Web Page is the result of, or a step in, a process. (Level AA) Understanding Success Criterion 2.4.5

Headings and Labels
2.4.6 Headings and labels describe topic or purpose. (Level AA) Understanding Success Criterion 2.4.6

Focus Visible
2.4.7 Any keyboard operable user interface has a mode of operation where the keyboard focus indicator is visible. (Level AA) Understanding Success Criterion 2.4.7

Readable
Guideline 3.1 Make text content readable and understandable. Understanding Guideline 3.1

Language of Parts
3.1.2 The human language of each passage or phrase in the content can be programatically determined except for proper names, technical terms, words of indeterminate language, and words or phrases that have become part of the vernacular of the immediately surrounding text. (Level AA) Understanding Success Criterion 3.1.2

Predictable
Guideline 3.2 Make Web pages appear and operate in predictable ways. Understanding Guideline 3.2
**Consistent Navigation**

**3.2.3** Navigational mechanisms that are repeated on multiple Web pages within a set of Web pages occur in the same relative order each time they are repeated, unless a change is initiated by the user. *(Level AA)*  
[Understanding Success Criterion 3.2.3]

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**Consistent Identification**

**3.2.4** Components that have the same functionality within a set of Web pages are identified consistently. *(Level AA)*  
[Understanding Success Criterion 3.2.4]

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**Input Assistance**

**Guideline 3.3** Help users avoid and correct mistakes.  
[Understanding Guideline 3.3]

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**Error Suggestion**

**3.3.3** If an input error is automatically detected and suggestions for correction are known, then the suggestions are provided to the user, unless it would jeopardize the security or purpose of the content. *(Level AA)*  
[Understanding Success Criterion 3.3.3]

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**Error Prevention (Legal, Financial, Data)**

**3.3.4** For Web pages that cause legal commitments or financial transactions for the user to occur, that modify or delete user-controllable data in data storage systems, or that submit user test responses, at least one of the following is true: *(Level AA)*  
[Understanding Success Criterion 3.3.4]

1. **Reversible**: Submissions are reversible.
2. **Checked**: Data entered by the user is checked for input errors and the user is provided an opportunity to correct them.
3. **Confirmed**: A mechanism is available for reviewing, confirming, and correcting information before finalizing the submission.

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**Compatible**

**Guideline 4.1** Maximize compatibility with current and future user agents, including assistive technologies.  
[Understanding Guideline 4.1]

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**Conformance Requirements**

[Hide Conformance Requirements]

In order for a Web page to conform to WCAG 2.0, all of the following conformance requirements must be satisfied:
1. **Conformance Level:** One of the following levels of conformance is met in full.

   - **Level A:** For Level A conformance (the minimum level of conformance), the Web page satisfies all the Level A Success Criteria, or a conforming alternate version is provided.
   - **Level AA:** For Level AA conformance, the Web page satisfies all the Level A and Level AA Success Criteria, or a Level AA conforming alternate version is provided.
   - **Level AAA:** For Level AAA conformance, the Web page satisfies all the Level A, Level AA and Level AAA Success Criteria, or a Level AAA conforming alternate version is provided.

*Note 1:* Although conformance can only be achieved at the stated levels, authors are encouraged to report (in their claim) any progress toward meeting success criteria from all levels beyond the achieved level of conformance.

*Note 2:* It is not recommended that Level AAA conformance be required as a general policy for entire sites because it is not possible to satisfy all Level AAA Success Criteria for some content.

2. **Full pages:** Conformance (and conformance level) is for full Web page(s) only, and cannot be achieved if part of a Web page is excluded.

   *Note 1:* For the purpose of determining conformance, alternatives to part of a page's content are considered part of the page when the alternatives can be obtained directly from the page, e.g., a long description or an alternative presentation of a video.

   *Note 2:* Authors of Web pages that cannot conform due to content outside of the author's control may consider a Statement of Partial Conformance.

3. **Complete processes:** When a Web page is one of a series of Web pages presenting a process (i.e., a sequence of steps that need to be completed in order to accomplish an activity), all Web pages in the process conform at the specified level or better. (Conformance is not possible at a particular level if any page in the process does not conform at that level or better.)

   *Example:* An online store has a series of pages that are used to select and purchase products. All pages in the series from start to finish (checkout) conform in order for any page that is part of the process to conform.

4. **Only Accessibility-Supported Ways of Using Technologies:** Only accessibility-supported ways of using technologies are relied upon to satisfy the success criteria. Any information or functionality that is provided in a way that is not accessibility supported is also available in a way that is accessibility supported. (See Understanding accessibility support.)

5. **Non-Interference:** If technologies are used in a way that is not accessibility supported, or if they are used in a non-conforming way, then they do not block the ability of users to access the rest of the page. In addition, the Web page as a whole continues to meet the conformance requirements under each of the following conditions:

   1. when any technology that is not relied upon is turned on in a user agent,
   2. when any technology that is not relied upon is turned off in a user agent, and
   3. when any technology that is not relied upon is not supported by a user agent

In addition, the following success criteria apply to all content on the page, including content that is not otherwise relied upon to meet conformance, because failure to meet them could interfere with any use of the page:

   - 1.4.2 - Audio Control,
   - 2.1.2 - No Keyboard Trap,
   - 2.3.1 - Three Flashes or Below Threshold, and
   - 2.2.2 - Pause, Stop, Hide.

*Note:* If a page cannot conform (for example, a conformance test page or an example page), it cannot be included in the scope of conformance or in a conformance claim.

For more information, including examples, see Understanding Conformance Requirements.