

## Accessibility Checklist

1. If a student requests an accommodation, have you contacted Student Access Services to learn how to best address it?
2. Does your syllabus have a disability statement about accommodations, including flexible attendance and exam accommodations?
3. Have you made your syllabus and reading list available well before the course begins, so that students can get accessible textbooks and/or reading material?
4. Does your classroom provide seating at the front for people who need interpreters or captioning?
5. In the classroom, is there access for students to be able to come ask you questions after class?
6. Are you providing options for students to ask you questions outside of class, understanding that some students would be more comfortable sending a note via email, some more comfortable speaking to you in person during office hours?
7. Are you using Blackboard's accessibility features?
8. Are course readings/materials, assignments, and evaluations of learning (quizzes, tests) in an accessible format (i.e., accessible electronic files, print can be made larger, photos include captions)?
9. Are assignments structured so that all students can successfully complete them?
  - Assignment in accessible format
  - Alternative formats possible for submitting assignments, such as Talk to Text
  - Students have sufficient time to complete the assignment
10. Are you monitoring microaggressions that may be directed toward students with disabilities, either visible or invisible?