WhenToWork, Inc. Accessibility Conformance Report

VPAT® Version 2.1 – March 2018

Name of Product/Version: WhenToWork.com Online Employee Scheduling

Product Description: Web-based program for employees to view their schedule online

Date: Mar 31, 2018

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Evaluation Methods Used: Vendor proprietary test method.
Employee web login used on sample test account: user was set to "accessibility mode" and was tested via a PC and Mac computer, using Chrome browser and "Voice Over Accessibility Utility" software.

Applicable Standards/Guidelines

This report covers the degree of conformance for the following accessibility standard/guidelines:

Standard/Guideline	Included In Report
Web Content Accessibility Guidelines 2.0, at *http://www.w3.org/TR/2008/REC-WCAG20-20081211/*	Level A Yes Level AA Yes Level AAA Yes
Revised Section 508 standards as published by the U.S. Access Board in the Federal Register on January 18, 2017 Corrections to the ICT Final Rule as published by the US Access Board in the Federal Register on January 22, 2018	Yes

EN 301 549 Accessibility requirements suitable for public procurement of ICT products and services in Europe, - V1.1.2 (2015-04) at *http://mandate376.standards.eu/standard*	No

Terms

The terms used in the Conformance Level information are defined as follows:

- **Supports**: The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Supports with Exceptions**: Some functionality of the product does not meet the criterion.
- **Does Not Support**: The majority of product functionality does not meet the criterion.
- **Not Applicable**: The criterion is not relevant to the product.
- **Not Evaluated**: The product has not been evaluated against the criterion. This can be used only in WCAG 2.0 Level AAA.

WCAG 2.0 Report

Tables 1 and 2 also document conformance with:

- EN 301 549: Chapter 9 - Web, Chapter 10 - Non-Web documents, Section 11.2.1- Non-Web Software (excluding closed functionality), and Section 11.2.2 - Non-Web Software (closed functionality).
- Revised Section 508: Chapter 5 – 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 – 602.3 Electronic Support Documentation.

Note: When reporting on conformance with the WCAG 2.0 Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the WCAG 2.0 Conformance Requirements.

Table 1: Success Criteria, Level A

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A)	Supports	All non-text content that is presented to the user has a text alternative that serves the equivalent purpose.
1.2.1 Audio-only and Video-only (Prerecorded) (Level A)	Supports	No prerecorded audio-only and prerecorded video-only media.
1.2.2 Captions (Prerecorded) (Level A)	Supports	No prerecorded audio-only and prerecorded video-only media.
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)	Supports	No time-based media or audio description of the prerecorded video content.
1.3.1 Info and Relationships (Level A)	Supports	Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text.
1.3.2 Meaningful Sequence (Level A)	Supports	The sequence in which content is presented does not affect its meaning.
1.3.3 Sensory Characteristics (Level A)	Supports	Instructions provided for understanding and operating content do not rely solely on sensory characteristics of components such as shape, size, visual location, orientation, or sound.
1.4.1 Use of Color (Level A)	Supports	Color is not used as the only visual means of conveying information, indicating an action, prompting a response, or distinguishing a visual element. Employee preferences are converted to letters for screen reader.
1.4.2 Audio Control (Level A)	Supports	No audio on a Web page plays automatically.
2.1.1 Keyboard (Level A)	Supports	All functionality of the content is operable through a

Criteria	Conformance Level	Remarks and Explanations
		keyboard interface without requiring specific timings for individual keystrokes.
2.1.2 No Keyboard Trap (Level A)	Supports	If keyboard focus can be moved to a component of the page using a keyboard interface, then focus can be moved away from that component using a keyboard interface.
2.2.1 Timing Adjustable (Level A)	Supports	No time limits set by the content.
2.2.2 Pause, Stop, Hide (Level A)	Supports	No moving, blinking, scrolling, or auto-updating information.
2.3.1 Three Flashes or Below Threshold (Level A)	Supports	Web pages do not contain anything that flashes.
2.4.1 Bypass Blocks (Level A)	Supports	A mechanism is available to bypass blocks of content that are repeated on multiple Web pages. "Skip to main content" link on all main program pages.
2.4.2 Page Titled (Level A)	Supports	Web pages have titles that describe topic or purpose.
2.4.3 Focus Order (Level A)	Supports	Pages can be navigated sequentially and the navigation sequences do NOT affect meaning or operation, focusable components receive focus in an order that preserves meaning and operability.
2.4.4 Link Purpose (In Context) (Level A)	Supports	The purpose of each link can be determined from the link text alone or from the link text together with its programmatically determined link context, except where the purpose of the link would be ambiguous to users in general.
3.1.1 Language of Page (Level A)	Supports	The default human language of each Web page can be programmatically determined.
3.2.1 On Focus (Level A)	Supports	When any component receives focus, it does not initiate a change of context.
3.2.2 On Input (Level A)	Supports	Changing the setting of any user interface component does not automatically cause a change of context unless the user has been advised of the behavior before using the component.
3.3.1 Error Identification (Level A)	Supports	If an input error is automatically detected, the item that is in error is identified and the error is described to the user in text.

Criteria	Conformance Level	Remarks and Explanations
3.3.2 Labels or Instructions (Level A)	Support	Labels or instructions are provided when content requires user input.
4.1.1 Parsing (Level A)	Supports	In content implemented using markup languages, elements have complete start and end tags, elements are nested according to their specifications, elements do not contain duplicate attributes, and any IDs are unique, except where the specifications allow these features.
4.1.2 Name, Role, Value (Level A)	Supports	For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies.

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA)	Supports	No live audio content in synchronized media, no captions needed.
1.2.5 Audio Description (Prerecorded) (Level AA)	Supports	No prerecorded video content in synchronized media, no audio descriptions needed.
1.4.3 Contrast (Minimum) (Level AA)	Supports	The visual presentation of text and images of text has a contrast ratio of at least 4.5:1
1.4.4 Resize text (Level AA)	Supports	Text can be resized using browser zoom up to 200 percent without loss of content or functionality.
1.4.5 Images of Text (Level AA)	Supports	Images of text are not used.
2.4.5 Multiple Ways (Level AA)	Supports	Both homepage and top menu on all pages link to all of the pages on the site.
2.4.6 Headings and Labels (Level AA)	Supports	Headings and labels describe topic or purpose.

Criteria	Conformance Level	Remarks and Explanations
2.4.7 Focus Visible (Level AA)	Supports	Any keyboard operable user interface has a mode of operation where the keyboard focus indicator is visible using CSS to change presentation of the interface component when it receives focus.
3.1.2 Language of Parts (Level AA)	Supports	The human language of each passage or phrase in the content can be programmatically 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.
3.2.3 Consistent Navigation (Level AA)	Supports	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.
3.2.4 Consistent Identification (Level AA)	Supports	Components that have the same functionality within a set of Web pages are identified consistently.
3.3.3 Error Suggestion (Level AA)	Supports	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. Ex. Initial choice of username: if username unavailable an alternate is offered.
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)	Supports	No Web pages cause legal commitments or financial transactions.

Table 3: Success Criteria, Level AAA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.6 Sign Language (Prerecorded) (Level AAA)	Supports	No prerecorded audio content.
1.2.7 Extended Audio Description (Prerecorded) (Level AAA)	Supports	No prerecorded audio content.

Criteria	Conformance Level	Remarks and Explanations
1.2.8 Media Alternative (Prerecorded) (Level AAA)	Supports	No time-based media, prerecorded synchronized media or prerecorded video-only media.
1.2.9 Audio-only (Live) (Level AAA)	Supports	No live audio-only content.
1.4.6 Contrast Enhanced (Level AAA)	Supports	All visual presentation of text and images of text has a contrast ratio of at least 7:1
1.4.7 Low or No Background Audio (Level AAA)	Supports	No prerecorded audio-only content.
1.4.8 Visual Presentation (Level AAA)	Supports with exceptions	For the visual presentation of blocks of text: Text can be resized using the browser zoom, without assistive technology, up to 200 percent in a way that does not require the user to scroll horizontally to read a line of text on a full-screen window. However: Foreground and background colors are of high contrast but cannot be selected by the user. Width is more than 80 characters or glyphs (40 if CJK) in the Help information at the bottom of each page. Text is justified (aligned to both the left and the right margins) in some instances. Line spacing (leading) is not always at least space-and-a-half within paragraphs, and paragraph spacing is not always at least 1.5 times larger than the line spacing.
1.4.9 Images of Text (No Exception) Control (Level AAA)	Supports	No images of text are used.
2.1.3 Keyboard (No Exception) (Level AAA)	Supports	All functionality of the content is operable through a keyboard interface without requiring specific timings for individual keystrokes.
2.2.3 No Timing (Level AAA)	Supports	Timing is not an essential part of the event or activity presented by the content.
2.2.4 Interruptions (Level AAA)	Supports	No interruptions.
2.2.5 Re-authenticating (Level AAA)	Supports	When an authenticated session expires, the user can continue the activity without loss of data after re-authenticating.

Criteria	Conformance Level	Remarks and Explanations
2.3.2 Three Flashes (Level AAA)	Supports	Web pages do not contain anything that flashes.
2.4.8 Location (Level AAA)	Supports	Information about the user's location within a set of Web pages is available as indicated by navigation highlights.
2.4.9 Link Purpose (Link Only) (Level AAA)	Supports	The purpose of each link can be identified from link text alone, except where the purpose of the link would be ambiguous to users in general.
2.4.10 Section Headings (Level AAA)	Supports	Section headings are used to organize the content using the role=heading tag.
3.1.3 Unusual Words (Level AAA)	Supports	Words or phrases used in an unusual or restricted way, including idioms and jargon are defined in the help section of each page.
3.1.4 Abbreviations (Level AAA)	Supports	A mechanism for identifying the expanded form or meaning of abbreviations is available and are defined in the help section of each page.
3.1.5 Reading Level (Level AAA)	Supports	No text requires reading ability more advanced than the lower secondary education level after removal of proper names and titles.
3.1.6 Pronunciation (Level AAA)	Supports	No uses of text where the meaning of the words, in context, is ambiguous without knowing the pronunciation.
3.2.5 Change on Request (Level AAA)	Supports	Changes of context are initiated only by user request.
3.3.5 Help (Level AAA)	Supports	Context-sensitive help is available at the bottom of each page.
3.3.6 Error Prevention (All) (Level AAA)	Supports	Pages that require the user to submit information data entered by the user is checked for input errors and the user is provided an opportunity to correct them.

2017 Section 508 Report

Notes:

Chapter 3: Functional Performance Criteria (FPC)

Notes:

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Supports	Supports assistive technology used by people who are visually impaired. Mobile interface is not fully 508-compliant. Accessing through a computer provides an alternative accessible option.
302.2 With Limited Vision	Supports	Supports assistive technology used by people who are visually impaired. Mobile interface is not fully 508-compliant. Accessing through a computer provides an alternative accessible option.
302.3 Without Perception of Color	Supports	Supports a high-contrast stylesheet and alternate display of colors for work time preferences.
302.4 Without Hearing	Supports	Does not require user hearing nor provide audio-based information.
302.5 With Limited Hearing	Supports	Does not require user hearing nor provide audio-based information.
302.6 Without Speech	Supports	Does not require speech.
302.7 With Limited Manipulation	Supports	Supports mouse and keyboard inputs as well as assistive technology. Mobile interface is not fully 508-compliant. Accessing through a computer provides an alternative accessible option.
302.8 With Limited Reach and Strength	Supports	Supports mouse and keyboard inputs as well as assistive technology. Mobile interface is not fully 508-compliant. Accessing through a computer provides an

Criteria	Conformance Level	Remarks and Explanations
		alternative accessible option.
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports with exceptions	Provide developers with the ability to configure applications that conform to this criteria.

Chapter 4: Hardware - Not Applicable

Chapter 5: Software - Not Applicable

Chapter 6: Support Documentation and Services

Notes:

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	Heading cell – no response required	Heading cell – no response required
602 Support Documentation	Heading cell – no response required	Heading cell – no response required
602.2 Accessibility and Compatibility Features	Supports	Details about accessibility and compatibility features are available in the help section at bottom of the employee homepage.
602.3 Electronic Support Documentation	See [WCAG 2.0](#) section	See information in WCAG section
602.4 Alternate Formats for Non-Electronic Support Documentation	Supports	Help documentation in PDF format may be provided upon email request.
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Supports	Email support may provide this information upon request.
603.3 Accommodation of Communication Needs	Supports	Email support provided.

EN 301 549 Report - Not Applicable

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