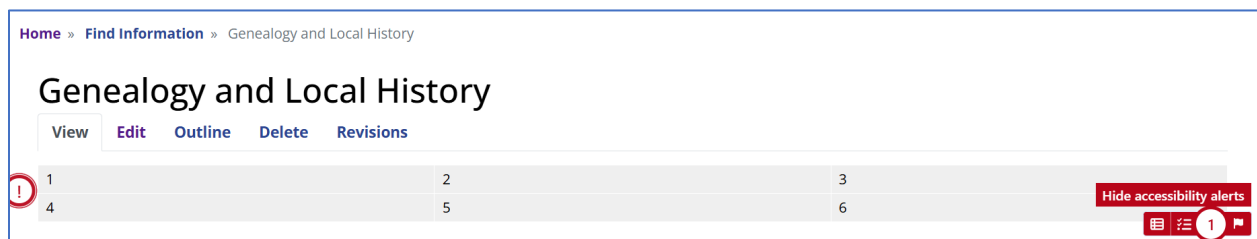# Using Editoria11y

When you are logged in as a site administrator or editor, each page of your Webkit will have one of these symbols in the bottom right corner.

- A **blue** checkmark icon indicates that there are no accessibility issues found with the page's content.
- A **red** icon will have the number of errors and indicates issues that definitely have to be fixed.
- A **yellow** icon indicates that there are be issues that cannot be programmatically checked and need to be examined manually for compliance.

1. When you click a red or yellow icon, you'll see it transform into something like this:

2. Each check or error will appear, When you mouse over each, you'll see a tool tip to explain the issue and how it might be fixed. *If possible, any issue that triggers a yellow (manual) check should be remediated.*

Manual check: is this link meaningful and concise? ✕

Readers often skim by link titles. This is especially true of screen reader users, who navigate using a list of on-page links.

Generic text like "click here," "read more" or "download" expect the reader to figure out the link's purpose from context.

- Not meaningful: "To learn more about meaningful links, click here.
- Not concise: "Click here to learn more about meaningful links"
- Ideal: "Learn about meaningful links"

This link's text is: **Click here**

3. If you are dealing with a detected error (red icon), it will look something like this:
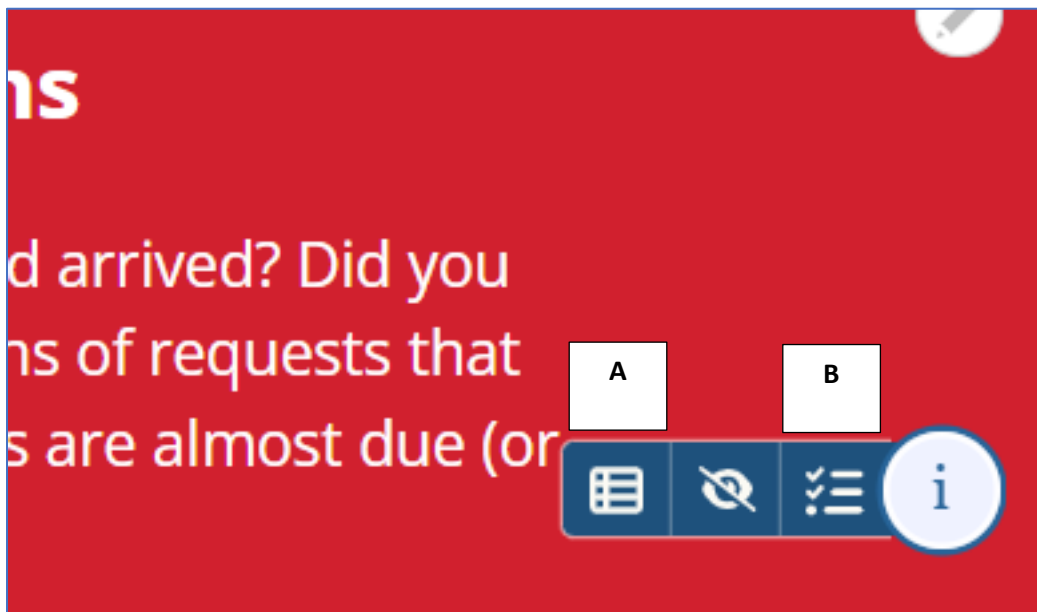
Table has no header cells

To fix:

- If this table contains data that is meaningfully organized by row and column, edit the table's properties and specify whether headers have been placed in the first row, column or both. This lets screen reader users hear the headers repeated while navigating the content.

- If this table does not contain rows and columns of data, but is instead being used for visual layout, remove it. Tables overflow the page rather than reflowing on mobile devices, and should only be used when the horizontal relationships are necessary to understand the content.

Issue 1 / 1   ?   ✕

4. Once the error is corrected, the warning for it will disappear. If your page if free from all errors and warnings, you'll get the blue checkmark icon:

5. The updated Editoria11y icon interface has some additional features:
   a. **Open site reports in new tab:** A report showing which of your site's pages have accessibility errors and how many.
   b. **Check headings and alt text.** Gives you a nice demonstration of headers and what the alt text reads as for each image.

Editoria11y FAQ

1. **Do we have to fix/check the things that Editoria11y warns us about? Yes.** Remember, web accessibility is a legal requirement of Title II of the Americans with Disabilities Act. You can learn more by reading the Fact Sheet: New Rule on the Accessibility of Web Content and Mobile Apps Provided by State and Local Governments
2. **Why does the feature name have two number ones instead of two letter Ls?** The name of the feature incorporates the word "a11y," which also has two number ones. There are 11 letters between the "a" and the "y," in the word "accessibility," so "accessibility" becomes "a11y."
3. **Will Editoria11y only check the content our library created?** For the most part, yes. The underlying site engine and template should not be triggering Editoria11y but there could be exceptions; we'll address those if/when they arise.

4. **Can Editoria11y check our linked PDF files?** No. In fact, one of the most common manual (yellow) warnings that will pop up will remind you of this fact. If you want to be truly accessible, experts strongly recommend that content be directly in HTML web pages, not in PDF files. To learn more about PDF accessibility, please watch the [OPLIN webinar](#) on this topic.
5. **Can Editoria11y check for color contrast in either images or text?** No. Try a tool like Webaim's [contrast checker tool](#) for manual evaluations.
6. **What if I don't understand the error that Editoria11y is warning me about?** Google is always a resource, but you can reach out to Laura Solomon directly at laura@oplin.ohio.gov if you're stuck. Learning about web accessibility is a learning curve and it will likely take some time to get comfortable with it.