



Accessibility Conformance Report

WCAG 2.1 and 2.2 Checklist

Name of Product: *Coexistence Manager For Notes*

Report Date: *February 4, 2025*

Evaluation Methods Used: *No tools were used*

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Terms

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

Term	Explanation
Supports	The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
Partially Supports	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 only be used in WCAG Level AAA criteria.
ADTC	Anticipated calendar quarter (and year) when this accessibility feature is expected to be corrected.

WCAG Conformance Levels

Three levels of WCAG conformance exist: A, AA, and AAA. Each level builds on the prior level. To meet level AA, a product must meet all of level A; to meet AAA, a product must meet all of level AA.

Level		Conformance Criteria			
		WCAG 2.0	WCAG 2.1	WCAG 2.2	Total (all versions)
A	Minimum accessibility	25	5	2	32
AA	More accessible	13	7	4	24
AAA	Even more accessible <i>(not applicable to all experiences)</i>	23	5	3	31
Total		61	17	9	86*

WCAG Level A Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>1.1.1 – Non-text Content</u>	Text alternatives are provided for non-text content.	Does Not Support		Many icons and non-text controls do not have appropriate text alternatives.
<u>1.2.1 – Audio-only and Video-only (Pre-recorded)</u>	A transcript is provided for audio-only content and a transcript or audio description is provided for video-only content.	Not Applicable		Doesn't include audio or video content
<u>1.2.2 – Captions (Pre-recorded)</u>	Captions are provided for video with audio.	Not Applicable		Doesn't include audio or video content
<u>1.2.3 – Audio Description or Media Alternative (Pre-recorded)</u>	A transcript and / or audio descriptions are provided for video with audio.	Not Applicable		Doesn't include audio or video content
<u>1.3.1 – Info and Relationships</u>	Information and content relationships implied by formatting are communicated in text or in a way that works with assistive technology.	Partially Support		Active Administrator uses some non-standard controls which may not support programmatic control.
<u>1.3.2 – Meaningful Sequence</u>	The reading order of content is meaningful, no matter how a user accesses or consumes it.	Supports		
<u>1.3.3 – Sensory Characteristics</u>	Instructions rely on more than one sense.	Supports		

WCAG Level A Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>1.4.1 – Use of Color</u>	Color is not the only way used to distinguish an element, convey meaning, indicate an action, or prompt a response.	Partially Supports		Active Administrator has legacy areas of the product where color is used to indicate change.
<u>1.4.2 – Audio Control</u>	A mechanism is provided to control audio that plays on page automatically for more than three seconds.	Not Applicable		Doesn't include audio or video content.

WCAG Level A Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>2.1.1 – Keyboard</u>	All functionality is operable using a keyboard (with exceptions).	Does Not Support		just support select partly control by “Tab”, and many functions can’t access by keyboard.
<u>2.1.2 – No Keyboard Trap</u>	The focus does not get trapped on any element in keyboard-only navigation.	Supports		
<u>2.1.4 – Character Key Shortcuts</u>	No single-key shortcuts are used, or a way to turn them off or change them is provided.	Does Not Support		
<u>2.2.1 – Timing Adjustable</u>	If a page has a time limit, users can turn the time limit off, adjust it, or extend it.	Supports		
<u>2.2.2 – Pause, Stop, Hide</u>	User controls are provided for moving or dynamically changing content.	Partially Supports		Does not include moving, blinking information, but include auto updating information like status of migration task.
<u>2.3.1 – Three Flashes or Below</u>	No content flashes more than three times per second, or the flash is below flash thresholds.	Does Not Support		Coexistence Manager for Notes does not use flashing interface elements
<u>2.4.1 – Bypass Blocks</u>	When blocks of content are repeated on multiple pages, a mechanism is provided to bypass / skip them.	Does Not Support		Coexistence Manager for Notes does not have a structural markup to skip repeatable blocks on every page.
<u>2.4.2 – Page Titled</u>	Page titles clearly describe the page topic or page purpose.	Partially Supports		Coexistence Manager for Notes has descriptive titles that indicates a name of a product

WCAG Level A Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>2.4.3 – Focus Order</u>	The tabbing order of the content is meaningful and supports operation.	Partially Supports		Coexistence Manager for Notes uses a logical tab order through interactive elements such as links and form controls, but don't set the focus element when open dialog.
<u>2.4.4 – Link Purpose (In Context)</u>	The purpose of each link can be determined from the link text alone or from the link text and its related context.	Supports		Coexistence Manager for Notes uses descriptive text to identify a purpose of links.
<u>2.5.1 – Pointer Gestures</u>	A single pointer alternative to complex pointer or touch gestures is provided.	Not Applicable		
<u>2.5.2 - Pointer Cancellation</u>	For functionality that is operated by a single pointer, a way to cancel the pointer input is provided.	Not Applicable		
<u>2.5.3 – Label in Name</u>	The programmatic name contains the text that is presented visually.	Does Not Support		
<u>2.5.4 – Motion Actuation</u>	For functions that are triggered by moving a device or by gesturing toward a device, an alternative way of triggering the response is provided.	Does Not Support		

WCAG Level A Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>3.1.1 – Language of Page</u>	Each page has a human language assigned.	Does Not Support		Coexistence Manager for Notes does not support multi language.
<u>3.2.1 – On Focus</u>	Interactive elements receiving focus do not trigger any functionality.	Supports		
<u>3.2.2 – On Input</u>	Interactive elements receiving input do not trigger any functionality.	Supports		
<u>3.2.6 – Consistent Help</u>	Help options provided are consistently available and in the same relative place throughout.	Supports		
<u>3.3.1 – Error Identification</u>	When input error is detected, the user is notified, and the error is described.	Partially Supports		Coexistence Manager for Notes automatically detects errors in most of inputs.
<u>3.3.2 – Labels or Instructions</u>	A persistent visible label and / or instructions are provided for elements that require user input.	Partially Supports		Some labels not provided when requires user information.
<u>3.3.7 – Redundant Entry</u>	Information that the user has already entered during a process is made available to them.	Supports		
<u>4.1.1 – Parsing</u>	HTML code is clean and well formed in a way that it can be interpreted by browsers and assistive technology. *Note: Criterion 4.1.1 – Parsing, has been removed in version 2.2 and is considered automatically met for versions 2.1 and 2.0.	Supported		
<u>4.1.2 – Name, Role, Value</u>	All user interface components communicate their accessibility properties and actions to assistive technology.	Supports		

WCAG Level AA Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>1.2.4 – Captions (Live)</u>	Synchronized captions are provided for live videos containing audio.	Not Applicable		Does not use synchronized media.
<u>1.2.5 – Audio Description (Pre-recorded)</u>	If there is important visual content in a video that is not presented in the accompanying audio, an audio description is provided.	Not Applicable		
<u>1.3.4 – Orientation</u>	Screen orientation is not restricted unless the orientation is considered essential.	Not Applicable		
<u>1.3.5 – Identify Input Purpose</u>	For each form field collecting user information, the purpose of the field is programmatically declared.	Not Applicable		
<u>1.4.3 – Contrast (Minimum)</u>	The contrast ratio between regular-sized, nondecorative text and its background is at least 4.5:1.	Supports		The visual presentation of text in Coexistence Manager for Notes provides sufficient contrast.
<u>1.4.4 – Resize Text</u>	Text can be resized up to 200% without loss of content or function.	Supports		
<u>1.4.5 – Images of Text</u>	Aside from a few specific exceptions, there are no images of text.	Supports		

WCAG Level AA Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>1.4.10 – Reflow</u>	Content presentation is responsive and doesn't require scrolling in two dimensions.	Not Applicable		
<u>1.4.11 – Non-Text Contrast</u>	The contrast ratio between non-text elements (including any states) and their background is at least 3:1.	Not Applicable		
<u>1.4.12 – Text Spacing</u>	Text spacing can be overridden to improve the reading experience.	Not Applicable		
<u>1.4.13 – Content on Hover Focus</u>	When additional content is presented on hover or on focus, the new content is persistent and dismissible.	Does Not Support		
<u>2.4.5 – Multiple Ways</u>	There is more than one way to reach each page.	Supports		
<u>2.4.6 – Headings and Labels</u>	Headings and labels are clear and descriptive.	Supports		
<u>2.4.7 – Focus Visible</u>	Keyboard focus is clear and visible.	Supports		
<u>2.4.11 – Focus Not Obscured (Minimum)</u>	When an actionable element receives focus, at least a portion of it remains visible.	Supports		
<u>2.5.7 – Dragging Movements</u>	If any part of a website requires a dragging movement, an alternative means of dragging, such as tapping or clicking, is provided.	Supports		

WCAG Level AA checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>2.5.8 – Target Size (Minimum)</u>	The size of a target is at least 24 by 24 CSS pixels (with exceptions).	Partially supports		
<u>3.1.2 – Language of Parts</u>	Assistive technology can distinguish and reflect when the human language on a page changes.	Does Not Support		Coexistence Manager for Notes does not support multi-Language.
<u>3.2.3 – Consistent Navigation</u>	Navigational elements are consistently displayed, including their location and the order of their content.	Supports		
<u>3.2.4 – Consistent Identification</u>	Components with the same functionality are consistently identified.	Supports		
<u>3.3.3 – Error Suggestion</u>	Users receive helpful / specific suggestions when they make errors.	Supports		
<u>3.3.4 – Error Prevention (Legal, Financial, Data)</u>	When users enter financial or legal data, submissions are reversible, and data is checked and confirmed before submission is finalized.	Not Applicable		
<u>3.3.8 – Accessible Authentication (Minimum)</u>	When a cognitive function test is used to authenticate a user, an alternative way to authenticate, or a help mechanism to complete the authentication is provided.	Not Applicable		
<u>4.1.3 – Status Messages</u>	Status messages can be presented to the user by assistive technology without receiving focus.	Does Not Support		


WCAG Level AAA Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>1.2.6 – Sign Language (Pre-recorded)</u>	Sign-language interpretation of audio is provided for pre-recorded videos.	Does Not Support		Doesn't include audio or video content
<u>1.2.7 – Extended Audio Description (Pre-recorded)</u>	Videos without sufficient pauses for audio description are extended so that audio descriptions can be added.	Does Not Support		Doesn't include audio or video content
<u>1.2.8 – Media Alternative (Pre-recorded)</u>	A text alternative, like a descriptive transcript, is provided for all pre-recorded video with audio.	Does Not Support		
<u>1.2.9 – Audio-only (Live)</u>	Live text captioning or a transcript is provided for live audio.	Does Not Support		
<u>1.3.6 – Identify Purpose</u>	The purpose of elements is programmatically declared by adding semantics or metadata.	Does Not Support		
<u>1.4.6 – Contrast (Enhanced)</u>	The contrast ratio between regular-sized, non-decorative text and its background is at least 7:1.	Partially supports		
<u>1.4.7 – Low or No Background Audio</u>	Audio contains little to no background noise, or background noise can be turned off.	Not Applicable		
<u>1.4.8 – Visual Presentation</u>	Users can adjust a range of presentation options.	supports		
<u>1.4.9 – Images of Text (No Exception)</u>	There are no images of text.	supports		

WCAG Level AAA Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>2.1.3 – Keyboard (No Exception)</u>	All page functionality is operable using a keyboard (with no exceptions).	Does Not Support		just support select partly control by “Tab”, and many functions can’t access by keyboard
<u>2.2.3 – No Timing</u>	With the exception of real-time events, no content requires timed interaction.	Not Applicable		
<u>2.2.4 – Interruptions</u>	Interruptions can be postponed, suppressed, or configured.	Not Applicable		
<u>2.2.5 – Re-authenticating</u>	User data is saved when re-authenticating.	Supports		
<u>2.2.6 – Timeouts</u>	Users are warned when extended inactivity could cause data loss.	Does Not Support		
<u>2.3.2 – Three Flashes</u>	No content flashes more than three times per second.	Not Applicable		Coexistence Manager for Notes does not use flashing interface elements
<u>2.3.3 – Animation from Interactions</u>	If an animation is triggered by a user interaction, users can stop the animation.	Does Not Support		Doesn't include any animation.
<u>2.4.8 – Location</u>	Users can orient themselves within a set of pages.	Supports		
<u>2.4.9 – Link Purpose (Link Only)</u>	Every link’s purpose is clear from its text.	Supports		
<u>2.4.10 – Section Headings</u>	Content is broken up by section headings.	Supports		
<u>2.4.12 – Focus Not Obscured (Enhanced)</u>	When an actionable element receives focus, the entire component is visible.	Supports		

WCAG Level AAA Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>2.4.13 – Focus Appearance</u> 	Focus indicators have sufficient color contrast and are sized to be clearly visible.	Supports		
<u>2.5.5 – Target Size</u>	The size of the target for pointer inputs is at least 44 x 44 CSS pixels.	Not Applicable		
<u>2.5.6 – Concurrent Input Mechanism</u>	Input is not restricted to a specific modality (like keyboard only or touch only).	Does Not Support		

WCAG Level AAA Checklist

Criterion	Description	Conformance Level	ADTC (Q/YY)	Remarks
<u>3.1.3 – Unusual Words</u>	Words or phrases that are ambiguous or unfamiliar are defined.	Supports		
<u>3.1.4 – Abbreviations</u>	Abbreviations are explained or offered in expanded form close by.	Supports		
<u>3.1.5 – Reading Level</u>	Content is provided at an eighth grade reading level, or an alternative version at or below an eighth grade reading level is provided.	Supports		
<u>3.1.6 – Pronunciation</u>	Words that are hard to pronounce are clarified nearby.	Does Not Support		
<u>3.2.5 – Change on Request</u>	Content on the page doesn't change unless users initiate it.	Supports		
<u>3.3.5 – Help</u>	Contextual instructions or cues are provided to help users complete and submit forms.	Supports		
<u>3.3.6 – Error Prevention (All)</u>	For any form where a user submits information, the user can reverse, verify, or confirm changes or deletions.	Partially Support		Has mechanism for reviewing and correcting information before a submission and confirmation before irreversible delete operations. No financial data applicable
<u>3.3.9 – Accessible Authentication (Enhanced)</u>	When a cognitive function test is used to authenticate a user, at least one other authentication method is available which is not a cognitive function test.	Not Applicable		