

77Media LLC Accessibility Conformance Report

Revised Section 508 Edition

(Based on VPAT® Version 2.4)

Name of Product/Version:

Kipacity Learn

Report Date:

April 15, 2020

Product Description:

Kipacity Learn is a software application for the administration, documentation, tracking, reporting, and delivery of educational courses, training programs, or learning and development programs.

Contact Information:

If you are having difficulty viewing or navigating the content, or notice any content, feature, or functionality that you believe is not fully accessible to people with disabilities, please contact our help desk at support@77media.com.

Evaluation Methods Used: Testing involved extensive use of leading assistive technology such as screen readers, and screen magnifiers, as well exclusive use of the keyboard. Native platform accessibility features were also used to assist with testing. These were supplemented with techniques such as manual inspection of Accessibility API output.

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	Level A (Yes) Level AA (Yes) Level AAA (No)
Revised Section 508 standards published January 18, 2017 and corrected January 22, 2018	(Yes)

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.
- **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 be used only in WCAG 2.0 Level AAA.

WCAG 2.0 Report

Tables 1 and 2 also document conformance with Revised Section 508:

- Chapter 5 – 501.1 Scope, 504.2 Content Creation or Editing
- 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
<p>1.1.1 Non-text Content (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Partially Supports	The product provides sufficient text alternatives for most instances of images and non-text content. Exceptions include carousel images which have redundant alternative text.
<p>1.2.1 Audio-only and Video-only (Prerecorded) (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product does not contain prerecorded audio-only or video-only media.
<p>1.2.2 Captions (Prerecorded) (Level A) Also applies to:</p> <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product does not contain any content that requires captions.
<p>1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product does not contain prerecorded video content that would require audio description or a media alternative.

<p>1.3.1 Info and Relationships (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) 	Partially Supports	Most visual structure and relationship information is provided through object information or in text. Exceptions include custom combobox controls and menus which do not properly convey their relationships
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Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> • 602.3 (Support Docs) 		
<p>1.3.2 Meaningful Sequence (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product presents content in a meaningful sequence.
<p>1.3.3 Sensory Characteristics (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	Instructions provided for understanding and operating content do not rely solely on sensory characteristics
<p>1.4.1 Use of Color (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product does not rely on the use of color alone to visually convey information.
	Supports	

<p>1.4.2 Audio Control (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		The product does not contain audio that plays automatically.
<p>2.1.1 Keyboard (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Partially Supports	Most basic product functionality can be operated through a keyboard interface. Exceptions include custom menu controls which do not follow the correct keyboard interaction patterns for menus
<p>2.1.2 No Keyboard Trap (Level A)</p>	Supports	The product does not feature any content or controls that cause a keyboard trap

Criteria	Conformance Level	Remarks and Explanations
<p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		
<p>2.2.1 Timing Adjustable (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product does not include time limits.
	Partially Supports	

<p>2.2.2 Pause, Stop, Hide (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		<p>Most moving, blinking, scrolling, and auto-updating information can be paused, stopped or hidden by the user. However, the carousel on the homepage does not offer any mechanism to pause, stop, or hide the changes.</p>
<p>2.3.1 Three Flashes or Below Threshold (Level A)</p> <p>Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>The product does not contain flashing content.</p>
<p>2.4.1 Bypass Blocks (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs 	<p>Supports</p>	<p>The product includes a mechanism that allows users to bypass global navigation blocks.</p>
<p>2.4.2 Page Titled (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) 	<p>Supports</p>	<p>Page titles are provided and the titles of pages sufficiently and uniquely describe their purpose.</p>

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		
	<p>Partially Supports</p>	

<p>2.4.3 Focus Order (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		<p>Most components receive focus in a meaningful order. However, the mobile hamburger menu does not properly manage focus as the user interacts with it.</p>
<p>2.4.4 Link Purpose (In Context) (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Links within the product make sense within their context of use.</p>
<p>3.1.1 Language of Page (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>The language is programmatically determinable within the product.</p>
<p>3.2.1 On Focus (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Components do not initiate a change of context when focused</p>
<p>3.2.2 On Input (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Changes of context do not occur automatically on user input.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>3.3.1 Error Identification (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	Where input errors are automatically detected, items in error are identified and error messages are conveyed to assistive technologies
<p>3.3.2 Labels or Instructions (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	Labels and instructions (where necessary) are provided when content requires user input
<p>4.1.1 Parsing (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product does not contain any parsing errors that cause access problems
<p>4.1.2 Name, Role, Value (Level A) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Partially Supports	Some user interface components do not convey their name, role or value to assistive technology, such as custom combobox controls and custom menus that do not adequately expose all necessary name, state, role, and value information.

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
	Supports	
1.2.4 Captions (Live) (Level AA) Also applies to:		The product does not contain live synchronized media.

Criteria	Conformance Level	Remarks and Explanations
Revised Section 508 <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		
1.2.5 Audio Description (Prerecorded) (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	The product does not contain prerecorded video content that would require audio description.
1.4.3 Contrast (Minimum) (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	Text elements in the product have sufficient contrast with the surrounding background.

<p>1.4.4 Resize text (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	Text can be resized without assistive technology up to 200 percent without loss of content or functionality.
	Supports	The product uses text instead of images of text.
<p>1.4.5 Images of Text (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		
<p>2.4.5 Multiple Ways (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) 	Supports	Multiple ways of locating web pages are provided, such as via Search, except when the location is the result of, or a step in, a process.

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> • 602.3 (Support Docs) – Does not apply to non-web docs 		
<p>2.4.6 Headings and Labels (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Supports	Headings and labels are descriptive.

<p>2.4.7 Focus Visible (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Partially Supports	Most focusable elements have a visible keyboard focus indicator. Exceptions include lack of visible focus on items within the carousel and custom menu items
	Supports	Content is only presented in one language at a time.
<p>3.1.2 Language of Parts (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		
<p>3.2.3 Consistent Navigation (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs 	Supports	When navigational mechanisms are repeated in the product, they occur in a consistent relative order and appearance
<p>3.2.4 Consistent Identification (Level AA) Also applies to: Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs 	Supports	Components with the same functionality, such as form controls with the same purpose are identified consistently.
<p>3.3.3 Error Suggestion (Level AA)</p>	Supports	The product provides suggestions to the user when input errors are automatically detected.

Criteria	Conformance Level	Remarks and Explanations
Also applies to: Revised Section 508 <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)	Supports	
Also applies to: Revised Section 508 <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		Changes to user-controllable data are reversible or can be confirmed before finalizing

Table 3: Success Criteria, Level AAA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.6 Sign Language (Prerecorded) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
1.2.7 Extended Audio Description (Prerecorded) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
1.2.8 Media Alternative (Prerecorded) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
1.2.9 Audio-only (Live) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	

1.4.6 Contrast (Enhanced) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
1.4.7 Low or No Background Audio (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
1.4.8 Visual Presentation (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
1.4.9 Images of Text (No Exception) (Level AAA)	Not Evaluated	

Criteria	Conformance Level	Remarks and Explanations
Revised Section 508 – Does not apply		
2.1.3 Keyboard (No Exception) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
2.2.3 No Timing (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
2.2.4 Interruptions (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
2.2.5 Re-authenticating (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
2.3.2 Three Flashes (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	

2.4.8 Location (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
2.4.9 Link Purpose (Link Only) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
2.4.10 Section Headings (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
3.1.3 Unusual Words (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
3.1.4 Abbreviations (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
3.1.5 Reading Level (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
3.1.6 Pronunciation (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
3.2.5 Change on Request (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
3.3.5 Help (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	
3.3.6 Error Prevention (All) (Level AAA) Revised Section 508 – Does not apply	Not Evaluated	

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Notes:

Chapter 3: [Functional Performance Criteria \(FPC\)](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Partially Supports	Some functionality within the product are inaccessible to users without vision, as shown in 1.1.1 Non-Text Content 1.3.1 Info and Relationships 2.1.1 Keyboard 2.4.3 Focus Order 4.1.2 Name, Role, Value
302.2 With Limited Vision	Supports	The product supports user control of magnification, text zoom, and contrast
302.3 Without Perception of Color	Supports	No features of the product require perception of color to use and/ or understand the interface or content
302.4 Without Hearing	Supports	No functionality within the product requires hearing.
302.5 With Limited Hearing	Supports	No functionality within the product requires hearing.
302.6 Without Speech	Supports	The product does not require user speech.

302.7 With Limited Manipulation	Partially Supports	Most of the product can be used by users with limited manipulation. Exceptions are listed in 2.1.1 Keyboard 2.4.3 Focus Order
Criteria	Conformance Level	Remarks and Explanations
		2.4.7 Focus Visible
302.8 With Limited Reach and Strength	Partially Supports	Most functions of the product are functional for users with limited reach or strength who rely on keyboard access. The exceptions are noted in 2.1.1 Keyboard.
302.9 With Limited Language, Cognitive, and Learning Abilities	Partially Supports	Some features of the product will present challenges for users with cognitive impairments, as noted in 2.4.3 Focus Order

Chapter 4: [Hardware](#)

Notes: Not applicable

Chapter 5: [Software](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See WCAG 2.0 section	See information in WCAG 2.0 section
502 Interoperability with Assistive Technology	Heading cell – no response required	Heading cell – no response required
502.2.1 User Control of Accessibility Features	Supports	The product is not platform software
502.2.2 No Disruption of Accessibility Features	Supports	The product does not disrupt platform accessibility features.
502.3 Accessibility Services	Heading cell – no response required	Heading cell – no response required
502.3.1 Object Information	Partially Supports	Some features of the product lack role, state, and/or accessible name information and programmatic relationship information for a number of functional components as described in 1.3.1 Info and Relationships 4.1.2 Name, Role, Value
502.3.2 Modification of Object Information	Partially Supports	In some features of the product, the users

Criteria	Conformance Level	Remarks and Explanations
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		cannot modify states and properties of an object using assistive technologies when those states and properties of an object in the product can be modified by users in general as noted in 2.1.1 Keyboard 4.1.2 Name, Role, Value
502.3.3 Row, Column, and Headers	Not Applicable	The product does not contain data tables
502.3.4 Values	Partially Supports	The values of some input controls in the product are not programmatically determinable, as described in 4.1.2 Name, Role, Value.
502.3.5 Modification of Values	Partially Supports	Most basic product functionality can be operated through a keyboard interface, notwithstanding the exceptions noted in 2.1.1 Keyboard.

502.3.6 Label Relationships	Partially Supports	The product conveys an accessible name for most interactive elements to assistive technology, notwithstanding the exceptions noted in 4.1.2 Name, Role, Value
502.3.7 Hierarchical Relationships	Partially Supports	Most of the product has clear hierarchical relationships, notwithstanding the exceptions noted in 1.3.1 Info and Relationships
502.3.8 Text	Supports	Text content, text attributes, and text boundaries are programmatically determinable.
502.3.9 Modification of Text	Supports	The product allows assistive technology to modify text
502.3.10 List of Actions	Partially Supports	Actions that an object can perform are exposed, notwithstanding exceptions noted in

Criteria	Conformance Level	Remarks and Explanations
		4.1.2 Name, Role, Value
502.3.11 Actions on Objects	Partially Supports	Actions that an object can perform are exposed, notwithstanding exceptions noted in 4.1.2 Name, Role, Value
502.3.12 Focus Cursor	Partially Supports	Visible focus indication is missing on some interactive components as described in 2.4.7 Focus Visible

502.3.13 Modification of Focus Cursor	Supports	When a user can focus or change selection state of a control in the product via keyboard, then the focus or selection state can also be changed programmatically
502.3.14 Event Notification	Partially Supports	When components in the product change their programmatic states and values, the changes are available to assistive technology notwithstanding exceptions noted in 4.1.2 Name, Role, Value
502.4 Platform Accessibility Features	Supports	The product is not platform software
503 Applications	Heading cell – no response required	Heading cell – no response required
503.2 User Preferences	Supports	The product is a web application, which is isolated from its underlying platforms
503.3 Alternative User Interfaces	Supports	The product does not provide an alternative user interface that functions as assistive technology
503.4 User Controls for Captions and Audio Description	Heading cell – no response required	Heading cell – no response required
503.4.1 Caption Controls	Supports	The product does not contain video content with audio that would require being described through captions.
503.4.2 Audio Description Controls	Supports	The product does not contain video content with audio that would require being described with Audio Description.
504 Authoring Tools	Heading cell – no response required	Heading cell – no response required
Criteria	Conformance Level	Remarks and Explanations
504.2 Content Creation or Editing (if not authoring tool, enter “not applicable”)	Not Applicable	See information in WCAG 2.0 section

504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	Not Applicable	The product is not an authoring tool
504.2.2 PDF Export	Not Applicable	The product is not an authoring tool
504.3 Prompts	Not Applicable	The product is not an authoring tool
504.4 Templates	Not Applicable	The product is not an authoring tool

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		
602.3 Electronic Support Documentation	See WCAG 2.0 section	See information in WCAG 2.0 section
602.4 Alternate Formats for Non-Electronic Support Documentation		
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features		
603.3 Accommodation of Communication Needs		

Legal Disclaimer (77Media LLC)

Because of the ever-changing nature of software, we do our best to maintain WCAG 2.0 AA compliance as we make software improvements. We perform audits periodically to ensure WCAG 2.0 AA compliance. If an accessibility issue is found, we ask that you contact us at support@77media.com. We take your feedback seriously and will consider it as we evaluate ways to accommodate all of our customers and our overall accessibility policies. We try to respond to feedback within five (5) business days.