Tales Accessibility

2.3 Visual elements

You don't need to avoid visual elements entirely if you want your text to be readable by a screen reader. However, correctly formatting your text will help people who are dependent on screen readers. Here are a few tips.

For structuring your text, do not use the tab key, but use table, list and/or paragraph formatting instead. Paragraph formatting also allows you to set an indentation for an entire paragraph.

Screen readers read tables line by line; as a result, the connections between the rows and columns are lost. This makes it hard for people who are dependent on screen readers to understand complex tables.

Therefore, if you use tables, keep them as simple as possible and organise and label everything clearly.

All images and diagrams in your texts, emails or websites must be accompanied by alternative text, which the screen reader will read out.

Images that are purely decorative must be labeled as a decorative elements.

Achten Sie auch bei Ihren Grafiken und Diagrammen auf ausreichenden Kontrast. Versehen Sie alle Bilder und Diagramme mit einer Bildunterschrift und nummerieren Sie sie.

Falls die Zuordnung von Bild zu Text nicht leicht ersichtlich ist, versehen Sie die Bilder mit einem Anker.

It is also important to ensure adequate contrast in graphics and diagrams.
Provide a caption for all images and diagrams and number them.

If the connection between images and text is not obvious, assign an anchor tag to the image.

Avoid watermarks – they are visually confusing.

More detailed information can be found in the handbook and in the later chapters of this course.