

Gravic, Inc Accessibility Conformance Report

Revised Section 508 Edition

(Based on VPAT® Version 2.4Rev)

Name of Product/Version: Remark Office OMR 11

Report Date: 10/1/2023

Product Description:

Optical mark reading software for data collection from paper forms

Contact Information:

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Notes:

Note that Remark Office OMR is a desktop product, so some items do not apply. Support documents are non-HTML based, so some items do not apply.

Evaluation Methods Used:

- Testing is based on knowledge of general product functionality
- Testing with assistive technologies

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
<u>1.1.1 Non-text Content</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Descriptive text alternatives are employed.
<u>1.2.1 Audio-only and Video-only (Prerecorded)</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not Applicable	Audio/video are not utilized in the product or support docs.
<u>1.2.2 Captions (Prerecorded)</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not Applicable	Audio/media are not utilized in the product or support docs.
<u>1.2.3 Audio Description or Media Alternative (Prerecorded)</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not Applicable	Audio/media are not utilized in the product or support docs.
<u>1.3.1 Info and Relationships</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Relationships are programmatically determined where possible, and if not, auditory clues and text clues are employed.
<u>1.3.2 Meaningful Sequence</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 	Supports	Linear presentation of the content flows from the top to bottom.

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> 602.3 (Support Docs) 		
<u>1.3.3 Sensory Characteristics</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Instructions, text and shapes are used together to provide multiple avenues of understanding.
<u>1.4.1 Use of Color</u> (Level A) 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 Review Exceptions process for cleaning data relies on color coding in the data cell to distinguish exception types. However, additional text is also used to convey meaning.
<u>1.4.2 Audio Control</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not Applicable	Audio is not utilized in the product.
<u>2.1.1 Keyboard</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Keyboard shortcuts are used throughout the product. A mouse is required to use the Template Editor.
<u>2.1.2 No Keyboard Trap</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	The keyboard can be used to escape a function. Any non-standard keyboard strokes are documented.
<u>2.2.1 Timing Adjustable</u> (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 504.2 (Authoring Tool) 	Not Applicable	Timing is not used in the product.

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> 602.3 (Support Docs) 		
2.2.2 Pause, Stop, Hide (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not Applicable	There is no automatic updating, scrolling or blinking used in the product.
2.3.1 Three Flashes or Below Threshold (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not Applicable	There is no flashing content in the product.
2.4.1 Bypass Blocks (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) – Does not apply to non-web software 602.3 (Support Docs) – Does not apply to non-web docs 	Not Applicable	This item does not apply to desktop software and non-web docs.
2.4.2 Page Titled (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Screens in the product have titles. Support docs also utilize chapter and section titles.
2.4.3 Focus Order (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Sequential tab orders are employed throughout the product.
2.4.4 Link Purpose (In Context) (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Link text is either explicit or contains additional descriptive text.

Criteria	Conformance Level	Remarks and Explanations
3.1.1 Language of Page (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	The default human language used in the product is English.
3.2.1 On Focus (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Focused elements do not automatically activate without further user input.
3.2.2 On Input (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Context remains the same upon user input.
3.3.1 Error Identification (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Errors are described in text.
3.3.2 Labels or Instructions (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Labels and instructions are provided for context when a user is expected to provide input.
4.1.1 Parsing (Level A) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Product does not use markup language. Support docs are properly formatted when HTML links are utilized.
4.1.2 Name, Role, Value (Level A) Also applies to: Revised Section 508	Partially Supports	The majority of the product is compatible with assistive technology with minimal exceptions.

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 		

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not applicable	Audio is not utilized in the product or 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) 602.3 (Support Docs) 	Not applicable	Audio is not utilized in the product or support docs.
1.4.3 Contrast (Minimum) (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Partially Supports	There are known screens in the software that need contrast updates, particularly in secondary windows and the task panel. These items are being addressed in upcoming releases.
1.4.4 Resize text (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Text can be resized as needed without losing clarity.
1.4.5 Images of Text (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 	Supports	Images are minimally used in the product. Images used in support docs are only there to enhance the information being presented. All required information is also presented in text.

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> 602.3 (Support Docs) 		
2.4.5 Multiple Ways (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) – Does not apply to non-web software 602.3 (Support Docs) – Does not apply to non-web docs 	Not applicable	This item does not apply to desktop software or non-web support docs.
2.4.6 Headings and Labels (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Headings and labels are provided for the screens in the software. Support docs also utilize headings and labels for clarity.
2.4.7 Focus Visible (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Borders are employed to show focus.
3.1.2 Language of Parts (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	The default human language used in the product is English.
3.2.3 Consistent Navigation (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) – Does not apply to non-web software 602.3 (Support Docs) – Does not apply to non-web docs 	Not applicable	This item does not apply to desktop software or non-web support docs.
3.2.4 Consistent Identification (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) – Does not apply to non-web software 602.3 (Support Docs) – Does not apply to non-web docs 	Supports	This item does not apply to desktop software or non-web support docs.

Criteria	Conformance Level	Remarks and Explanations
<u>3.3.3 Error Suggestion</u> (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Supports	Majority of input errors provides feedback to the user or prevents them from entering invalid data.
<u>3.3.4 Error Prevention (Legal, Financial, Data)</u> (Level AA) Also applies to: Revised Section 508 <ul style="list-style-type: none"> 501 (Web)(Software) 602.3 (Support Docs) 	Not applicable	The software is not used for these purposes.

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Notes:

Chapter 3: **Functional Performance Criteria (FPC)**

Notes:

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Partially supports	Assistive technology is supported (with minor exceptions).
302.2 With Limited Vision	Supports	Text can be expanded for limited vision.
302.3 Without Perception of Color	Supports	Alternative methods are employed in addition to color.
302.4 Without Hearing	Supports	Hearing is not required to use the product.
302.5 With Limited Hearing	Supports	Hearing is not required to use the product.
302.6 Without Speech	Supports	Speech is not required to use the product.
302.7 With Limited Manipulation	Partially Supports	The Template Editor requires the use of a mouse.
302.8 With Limited Reach and Strength	Supports	

Criteria	Conformance Level	Remarks and Explanations
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports	

Chapter 4: [Hardware](#)

Notes: We do not manufacture hardware or include it in our software. This section does not apply.

Criteria	Conformance Level	Remarks and Explanations
402 Closed Functionality	Heading cell – no response required	Heading cell – no response required
402.1 General	Heading cell – no response required	Heading cell – no response required
402.2 Speech-Output Enabled	Heading cell – no response required	Heading cell – no response required
402.2.1 Information Displayed On-Screen	Not applicable	
402.2.2 Transactional Outputs	Not applicable	
402.2.3 Speech Delivery Type and Coordination	Not applicable	
402.2.4 User Control	Not applicable	
402.2.5 Braille Instructions	Not applicable	
402.3 Volume	Heading cell – no response required	Heading cell – no response required
402.3.1 Private Listening	Not applicable	
402.3.2 Non-private Listening	Not applicable	
402.4 Characters on Display Screens	Not applicable	
402.5 Characters on Variable Message Signs	Not applicable	
403 Biometrics	Heading cell – no response required	Heading cell – no response required
403.1 General	Not applicable	
404 Preservation of Information Provided for Accessibility	Heading cell – no response required	Heading cell – no response required
404.1 General		
405 Privacy	Heading cell – no response required	Heading cell – no response required
405.1 General	Not applicable	
406 Standard Connections	Heading cell – no response required	Heading cell – no response required
406.1 General	Not applicable	
407 Operable Parts	Heading cell – no response required	Heading cell – no response required
407.2 Contrast	Not applicable	
407.3 Input Controls	Heading cell – no response required	Heading cell – no response required

Criteria	Conformance Level	Remarks and Explanations
407.3.1 Tactilely Discernible	Not applicable	
407.3.2 Alphabetic Keys	Not applicable	
407.3.3 Numeric Keys	Not applicable	
407.4 Key Repeat	Not applicable	
407.5 Timed Response	Not applicable	
407.6 Operation	Not applicable	
407.7 Tickets, Fare Cards, and Keycards	Not applicable	
407.8 Reach Height and Depth	Heading cell – no response required	Heading cell – no response required
407.8.1 Vertical Reference Plane	Not applicable	
407.8.1.1 Vertical Plane for Side Reach	Not applicable	
407.8.1.2 Vertical Plane for Forward Reach	Not applicable	
407.8.2 Side Reach	Not applicable	
407.8.2.1 Unobstructed Side Reach	Not applicable	
407.8.2.2 Obstructed Side Reach	Not applicable	
407.8.3 Forward Reach	Not applicable	
407.8.3.1 Unobstructed Forward Reach	Not applicable	
407.8.3.2 Obstructed Forward Reach	Not applicable	
407.8.3.2.1 Operable Part Height for ICT with Obstructed Forward Reach	Not applicable	
407.8.3.2.2 Knee and Toe Space under ICT with Obstructed Forward Reach	Not applicable	
408 Display Screens	Heading cell – no response required	Heading cell – no response required
408.2 Visibility	Not applicable	
408.3 Flashing	Not applicable	
409 Status Indicators	Heading cell – no response required	Heading cell – no response required
409.1 General		
410 Color Coding	Heading cell – no response required	Heading cell – no response required
410.1 General	Not applicable	
411 Audible Signals	Heading cell – no response required	Heading cell – no response required
411.1 General		
412 ICT with Two-Way Voice Communication	Heading cell – no response required	Heading cell – no response required

Criteria	Conformance Level	Remarks and Explanations
412.2 Volume Gain	Heading cell – no response required	Heading cell – no response required
412.2.1 Volume Gain for Wireline Telephones	Not applicable	
412.2.2 Volume Gain for Non-Wireline ICT	Not applicable	
412.3 Interference Reduction and Magnetic Coupling	Heading cell – no response required	Heading cell – no response required
412.3.1 Wireless Handsets	Not applicable	
412.3.2 Wireline Handsets	Not applicable	
412.4 Digital Encoding of Speech	Not applicable	
412.5 Real-Time Text Functionality	Reserved for future	Reserved for future
412.6 Caller ID	Not applicable	
412.7 Video Communication	Not applicable	
412.8 Legacy TTY Support	Heading cell – no response required	Heading cell – no response required
412.8.1 TTY Connectability	Not applicable	
412.8.2 Voice and Hearing Carry Over	Not applicable	
412.8.3 Signal Compatibility	Not applicable	
412.8.4 Voice Mail and Other Messaging Systems	Not applicable	
413 Closed Caption Processing Technologies	Heading cell – no response required	Heading cell – no response required
413.1.1 Decoding and Display of Closed Captions	Not applicable	
413.1.2 Pass-Through of Closed Caption Data	Not applicable	
414 Audio Description Processing Technologies	Heading cell – no response required	Heading cell – no response required
414.1.1 Digital Television Tuners	Not applicable	
414.1.2 Other ICT	Not applicable	
415 User Controls for Captions and Audio Descriptions	Heading cell – no response required	Heading cell – no response required
415.1.1 Caption Controls	Not applicable	
415.1.2 Audio Description Controls	Not applicable	

Chapter 5: [Software](#)

Notes: Assistive technology, and screen readers in particular, were tested and work in conjunction with most of the software. There are minimal exceptions, which we will attempt to address in future versions. The exceptions do not prohibit use of the product. Keyboard shortcuts, alternative/descriptive text, and focused elements are employed.

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See WCAG 2.x section	See information in WCAG 2.x section
502 Interoperability with Assistive Technology	Heading cell – no response required	Heading cell – no response required
502.2.1 User Control of Accessibility Features	Partially Supports	Assistive technology properly describes most functions.
502.2.2 No Disruption of Accessibility Features	Partially Supports	Assistive technology properly describes most functions.
502.3 Accessibility Services	Heading cell – no response required	Heading cell – no response required
502.3.1 Object Information	Partially Supports	The majority of controls are compliant.
502.3.2 Modification of Object Information	Partially Supports	The majority of controls are compliant.
502.3.3 Row, Column, and Headers	Partially Supports	The majority of controls are compliant.
502.3.4 Values	Partially Supports	The majority of controls are compliant.
502.3.5 Modification of Values	Partially Supports	The majority of controls are compliant.
502.3.6 Label Relationships	Partially Supports	The majority of controls are compliant.
502.3.7 Hierarchical Relationships	Partially Supports	The majority of controls are compliant.
502.3.8 Text	Partially Supports	The majority of text is compliant.
502.3.9 Modification of Text	Partially Supports	The majority of text is compliant.
502.3.10 List of Actions	Partially Supports	The majority of action lists are compliant.
502.3.11 Actions on Objects	Partially Supports	The majority of actions are compliant.
502.3.12 Focus Cursor	Partially Supports	The majority of focus attributes are compliant.
502.3.13 Modification of Focus Cursor	Partially Supports	The majority of controls are compliant.
502.3.14 Event Notification	Partially Supports	The majority of events are compliant.
502.4 Platform Accessibility Features	Partially Supports	The majority of items are compliant. Note that there is no audio in the product.
503 Applications	Heading cell – no response required	Heading cell – no response required
503.2 User Preferences	Partially supports	Font type and size are supported.
503.3 Alternative User Interfaces	Not applicable	An alternative user interface is not utilized.
503.4 User Controls for Captions and Audio Description	Heading cell – no response required	Heading cell – no response required
503.4.1 Caption Controls	Not applicable	Audio is not utilized in the product.
503.4.2 Audio Description Controls	Not applicable	Audio is not utilized in the product.

Criteria	Conformance Level	Remarks and Explanations
<u>504 Authoring Tools</u>	Heading cell – no response required	Heading cell – no response required
504.2 Content Creation or Editing (if not authoring tool, enter “not applicable”)	See WCAG 2.x section	See information in WCAG 2.x 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
<u>601.1 Scope</u>	Heading cell – no response required	Heading cell – no response required
<u>602 Support Documentation</u>	Heading cell – no response required	Heading cell – no response required
602.2 Accessibility and Compatibility Features	Supports	Documentation is available to explain accessibility features.
602.3 Electronic Support Documentation	See WCAG 2.x section	See information in WCAG 2.x section
602.4 Alternate Formats for Non-Electronic Support Documentation	Does not Support	Documents are provided in PDF format.
<u>603 Support Services</u>	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Supports	Support can provide documentation on accessibility features.
603.3 Accommodation of Communication Needs	Partially Supports	We provide multiple ways of contacting support and accessing support information (phone, email, web).

Legal Disclaimer (Company)

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