

Voluntary Product Accessibility Template® (VPAT®)

WCAG Edition

Version 2.5

About This Document

The VPAT is provided in four editions based on the standards/guidelines being evaluated. The editions are WCAG, Revised 508, EN 301 549 and International, which includes all of the standards.

This is the WCAG edition of the VPAT. It includes the following standards/guidelines:

- [Web Content Accessibility Guidelines 2.0](#)
- [Web Content Accessibility Guidelines 2.1](#)
- [Web Content Accessibility Guidelines 2.2](#)

Table Information for VPAT® Readers

For each of the standards, the criteria are listed by chapter in a table. The structures of the tables are: the first column contains the criteria being evaluated, the second column describes the level of conformance of the product regarding the criteria and the third column contains any additional remarks and explanations regarding the product.

- When sections of criteria do not apply, or are deemed by the customer as not applicable, the section is noted as such and the rest of that table may be removed for that section.
- When multiple standards are being recorded in this document, the duplicative sections are noted and responded to only one time. The duplicate entry will note the cross reference to the data.

InfoReady Accessibility Conformance Report

WCAG Edition

(Based on VPAT® Version 2.5)

Name of Product/Version: InfoReady Review 3.74

Report Date: 05 September 2025

Product Description:

InfoReady Review™ is a cloud-based platform for the submission, routing, and/or review of forms, applications, and documents. The product is principally used within higher education institutions in the research setting for the collection and review of research proposals and the subsequent awarding of research funding and reporting of research outcomes. Review supports general workflow automation, allowing customers to automate a wide variety of processes within and outside of the research setting.

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Notes:

As of January 2024, InfoReady has updated to VPAT Version 2.5. This VPAT now includes assessment against WCAG 2.2 criteria.

Where the product does not support or only partially supports identified standards, InfoReady provides additional support to applicants and reviewers, including assistance from the InfoReady customer support team, allowing customer administrators to complete applications as applicants' proxies, and allowing applicants to specify individuals who may complete and submit applications on their behalf.

Evaluation Methods Used:

A combination of automated and manual testing was used in evaluating product accessibility. Automated tests were completed using WebAIM's WAVE tool and Deque's aXe tool. Manual tests were executed using tools and techniques not limited to:

- Keyboard-exclusive navigation
- Desktop screen reader (NVDA, Windows Narrator)
- Browser screen reader (Google's "Screen Reader", formerly ChromeVox)

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 / No) Level AA (Yes / No) Level AAA (Yes / No) |
| Web Content Accessibility Guidelines 2.1 | Level A (Yes / No) Level AA (Yes / No) Level AAA (Yes / No) |
| Web Content Accessibility Guidelines 2.2 | Level A (Yes / No) Level AA (Yes / No) Level AAA (Yes / No) |

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 only be used in WCAG Level AAA criteria.

WCAG 2.2 Report

Note: When reporting on conformance with the WCAG 2.x 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 |
|--|--------------------|--|
| 1.1.1 Non-text Content (Level A) | Partially Supports | <p>Most non-text content has text alternatives or a text alternate that serves an equivalent purpose. The following exceptions exist:</p> <ul style="list-style-type: none"> The logo image in the header needs improved alt text. Remediation work will be completed in a future release. Customers may add images without alt text, which could conflict with this criterion. <p>Remediation work will be completed in a future release.</p> |
| 1.2.1 Audio-only and Video-only (Prerecorded) (Level A) | Not Applicable | Prerecorded audio-only files are not present. |
| 1.2.2 Captions (Prerecorded) (Level A) | Supports | Auto-generated closed captions can be enabled for help videos. |
| 1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) | Does not support | <p>An audio description track or a static text alternative for support video content is not available.</p> <p>Remediation work will be completed in a future release.</p> |
| 1.3.1 Info and Relationships (Level A) | Partially Supports | <p>Most information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text.</p> <p>Remediation work will be completed in a future release.</p> |
| 1.3.2 Meaningful Sequence (Level A) | Partially Supports | <p>The reading and navigation order of most content is logical and intuitive. The following exception exists:</p> <ul style="list-style-type: none"> Some visually hidden content is announced by a screen reader. |

| Criteria | Conformance Level | Remarks and Explanations |
|---|--------------------|--|
| | | Remediation work will be completed in a future release. |
| 1.3.3 Sensory Characteristics (Level A) | Supports | Instructions to operate and/or understand content do not rely on sensory characteristics of components such as shape, color, size, and visual location. |
| 1.4.1 Use of Color (Level A) | Supports | Color is not used as the only method to convey information, indicate an action, prompt a response, or distinguish visual elements. |
| 1.4.2 Audio Control (Level A) | Not Applicable | No audio/animation |
| 2.1.1 Keyboard (Level A) | Partially Supports | <p>On most pages, all functionality is available using only the keyboard (unless that functionality cannot be accomplished in any known way using a keyboard). If shortcut keys and access keys are present, some may conflict with existing browser and screen reader shortcuts, and some functionality based on custom gestures may not be available when a screen reader is turned on.</p> <ul style="list-style-type: none"> • The “Help and Support” dropdown in the upper-right corner. Remediation work will be completed in a future release. • The Calendar page. This page should be disabled for optimal accessibility. |
| 2.1.2 No Keyboard Trap (Level A) | Partially Supports | <p>Keyboard focus is never locked or trapped in a particular area, and the user is able to navigate to and from all navigable elements using only a keyboard.</p> <p>There are some inconsistencies with keyboard navigation in certain modals. Remediation work will be completed in a future release.</p> |
| 2.1.4 Character Key Shortcuts (Level A 2.1 and 2.2) | Supports | If a single-character key shortcut exists, then the single-character key shortcut can be turned off or |

| Criteria | Conformance Level | Remarks and Explanations |
|--|--------------------|---|
| | | remapped, or it is only active when the relevant user interface component is in focus. |
| 2.2.1 Timing Adjustable (Level A) | Supports | If a time limit exists, the user is given options to turn off, adjust, or extend that time limit. |
| 2.2.2 Pause, Stop, Hide (Level A) | Supports | Moving, blinking, scrolling, or auto-updating information can be paused, stopped, hidden, or otherwise controlled by the user. |
| 2.3.1 Three Flashes or Below Threshold (Level A) | Not Applicable | The application does not contain flashing content. |
| 2.4.1 Bypass Blocks (Level A) | Supports | A method is provided to skip navigation and other page elements that are repeated across web pages. |
| 2.4.2 Page Titled (Level A) | Supports | Pages have descriptive and informative titles. |
| 2.4.3 Focus Order (Level A) | Partially Supports | <p>The navigation order of most interactive elements (such as links, buttons, or form elements) is logical and preserves meaning and operability. The following exceptions exist:</p> <ul style="list-style-type: none"> Keyboard focus or touch screen swiping goes to an element that is hidden or empty <p>Remediation work will be completed in an upcoming release.</p> |
| 2.4.4 Link Purpose (In Context) (Level A) | Supports | <p>The purpose of each link can be determined from the link text alone or the link text and its programmatic context.</p> <p>In certain cases, administrators can add their own link text which could conflict with this criterion.</p> |
| 2.5.1 Pointer Gestures (Level A 2.1 and 2.2) | Supports | All functionality that can be operated with a pointer can be operated with single-point actions. |
| 2.5.2 Pointer Cancellation (Level A 2.1 and 2.2) | Supports | <p>For functionality that can be operated using a single pointer, at least one of the following is true:</p> <ul style="list-style-type: none"> The action is not triggered on the down event. |

| Criteria | Conformance Level | Remarks and Explanations |
|--|-------------------|---|
| | | <ul style="list-style-type: none"> The action triggers the up event, and a mechanism is available to abort the function before completion or to undo the function after completion. The up-event reverses any outcome of the preceding down-event. Remediation work will be completed in an upcoming release. |
| 2.5.3 Label in Name (Level A 2.1 and 2.2) | Supports | For user interface components that include a visible text label, the accessible name matches (or includes) the visible text in the label. |
| 2.5.4 Motion Actuation (Level A 2.1 and 2.2) | Supports | Functionality that can be triggered by device motion or user motion detected by a device can be disabled, and the functionality can be operated without using motion. |
| 3.1.1 Language of Page (Level A) | Supports | The language of each page is correct and can be determined programmatically. |
| 3.2.1 On Focus (Level A) | Supports | When an element receives focus, a change in context (such as a substantial change to the page, the spawning of a pop-up window, or a change in focus) that may disorient the user does not occur. |
| 3.2.2 On Input (Level A) | Supports | When a user inputs information or interacts with a control, it does not result in a substantial change to the page that could disorient the user unless the user is informed about the change ahead of time. |
| 3.2.6 Consistent Help (Level A 2.2 only) | Supports | For form controls where an input error is automatically detected, a text message or alert is provided that identifies the field/control where the error was detected and describes the error. |
| 3.3.1 Error Identification (Level A) | Supports | For form controls where an input error is automatically detected, a text message or alert is |

| Criteria | Conformance Level | Remarks and Explanations |
|--|--------------------|--|
| | | provided that identifies the field/control where the error was detected and describes the error. |
| 3.3.2 Labels or Instructions (Level A) | Supports | For form controls/input fields requiring user input, labels, instructions, and/or error messages are provided to identify the controls/input fields in the form so that users know what input data is expected. |
| 3.3.7 Redundant Entry (Level A 2.2 only) | Supports | Administrators may configure a process to request the same information multiple times, which could conflict with this criterion. |
| 4.1.1 Parsing (Level A) WCAG 2.0 and 2.1 – Always answer ‘Supports’ WCAG 2.2 (obsolete and removed) - Does not apply | Supports | For the WCAG 2.0, 2.1, EN 301 549, and Revised 508 Standards, the September 2023 errata update indicates this criterion is always supported. See the WCAG 2.0 Editorial Errata and the WCAG 2.1 Editorial Errata . This criterion was removed from WCAG 2.2. |
| 4.1.2 Name, Role, Value (Level A) | Partially supports | The name, role, state, and/or value of many user interface components cannot be programmatically determined. Remediation work will be completed in a future release. |

Table 2: Success Criteria, Level AA

Notes:

| Criteria | Conformance Level | Remarks and Explanations |
|--|-------------------|--|
| 1.2.4 Captions (Live) (Level AA) | Not Applicable | Live multimedia files with audio are not present, so synchronized captions are not required. |
| 1.2.5 Audio Description (Prerecorded) (Level AA) | Supports | Prerecorded multimedia files are not present, so audio descriptions are not required. |

| Criteria | Conformance Level | Remarks and Explanations |
|---|--------------------|--|
| 1.3.4 Orientation (Level AA 2.1 and 2.2) | Partially Supports | <p>Applicants: Orientation of the content is not locked to either landscape or portrait unless a specific orientation is essential for the functionality.</p> <p>Administrators: Most pages support both portrait and landscape orientation. Some tables may not function properly at small screen sizes in portrait mode. Remediation work will be completed in an upcoming release.</p> |
| 1.3.5 Identify Input Purpose (Level AA 2.1 and 2.2) | Partially Supports | <p>The purpose of most input fields that collect an individual's personal data is programmatically defined based on the WCAG list of Input Purposes for User Interface Components.</p> <p>This version of our form creator doesn't currently allow for purpose to be added, but will in a future update.</p> |
| 1.4.3 Contrast (Minimum) (Level AA) | Does Not Support | <p>Many areas of text and images of regular text do not have the required color contrast ratio with their backgrounds. Tenants may choose their own colors for certain elements, which could conflict with this criterion. This occurs on the following pages:</p> <ul style="list-style-type: none"> • Forms • Creating new applications • The Calendar page. This page should be disabled for optimal accessibility. <p>Remediation work will be completed in a future release.</p> |
| 1.4.4 Resize text (Level AA) | Partially Supports | <p>Most content is readable and functional when the browser zoom is set to 200% of its initial size. The following exceptions exist:</p> |

| Criteria | Conformance Level | Remarks and Explanations |
|--|--------------------|---|
| | | <ul style="list-style-type: none"> • The Calendar page. This page should be disabled for optimal accessibility. • Administrators: Some areas within the administrator views have content which is lost, clipped, or obscured when the page is zoomed to 200%. • At small screen sizes a visual bug occurs with the footer of the new home page list view table. <p>Remediation work will be completed in a future release.</p> |
| 1.4.5 Images of Text (Level AA) | Supports | <p>When content can be presented visually using only text, an image of text is not used to present that text.</p> <p>Customers may upload images of text, which could conflict with this criterion.</p> |
| 1.4.10 Reflow (Level AA 2.1 and 2.2) | Partially Supports | <p>The content of most pages is viewable without scrolling horizontally when the viewport is set to 320 CSS pixels wide.</p> <p>When the page is adjusted to an equivalent width of 320 pixels and content reflows to fit within the viewport, some content or functionality becomes unavailable, so people with low vision who increase the size of text and other content using the browser zoom will not be able to access all of the page's content and/or functionality. This occurs on the following page(s):</p> <ul style="list-style-type: none"> • The Calendar page. This page should be disabled for optimal accessibility. • Your Applications • Administrators: Certain administrator views. |

| Criteria | Conformance Level | Remarks and Explanations |
|---|--------------------|--|
| | | Remediation work will be completed in an upcoming release. |
| 1.4.11 Non-text Contrast (Level AA 2.1 and 2.2) | Partially Supports | <p>Most of the boundaries and indicators of the visual state(s) of each active user component and any graphics required to understand content have a 3:1 color contrast ratio with adjacent color(s) or their background. There are exceptions in the following areas:</p> <ul style="list-style-type: none"> • Expand screen toggle • Certain status messages • Application forms when there is a field error <p>Remediation work will be completed in a future release.</p> |
| 1.4.12 Text Spacing (Level AA 2.1 and 2.2) | Partially Supports | <p>For most content, the spacing between letters, words, lines of text, and paragraphs can be adjusted with no loss of content or functionality.</p> <p>Remediation work will be completed in a future release.</p> |
| 1.4.13 Content on Hover or Focus (Level AA 2.1 and 2.2) | Partially Supports | <p>In most cases when additional content is triggered by pointer hover or keyboard focus, that additional content can be dismissed and hovered over, and the content persists until the user dismisses it. The following exceptions exist:</p> <ul style="list-style-type: none"> • The “Help and Support” dropdown in the upper-right corner. Remediation work will be completed in a future release. • The Calendar page. This page should be disabled for optimal accessibility. |

| Criteria | Conformance Level | Remarks and Explanations |
|---|--------------------|--|
| 2.4.5 Multiple Ways (Level AA) | Supports | Multiple ways are available to find other pages on the site. |
| 2.4.6 Headings and Labels (Level AA) | Supports | <p>Most headings and labels for form and interactive controls are informative. The following exception exists:</p> <ul style="list-style-type: none"> The Calendar page. This page should be disabled for optimal accessibility. |
| 2.4.7 Focus Visible (Level AA) | Supports | It is visually apparent which page element is currently receiving keyboard focus. |
| 2.4.11 Focus Not Obscured (Minimum) (Level AA 2.2 only) | Supports | When a user interface component receives keyboard focus, the component is not entirely hidden due to author-created content. |
| 2.5.7 Dragging Movements (Level AA 2.2 only) | Partially Supports | <p>Most areas in the platform with drag and drop functionality have an alternative method of executing the functionality. The following exception exists:</p> <ul style="list-style-type: none"> Reordering questions in the form creator <p>Remediation work will be completed in a future release.</p> |
| 2.5.8 Target Size (Minimum) (Level AA 2.2 only) | Supports | The size of the target for pointer inputs is at least 24 by 24 CSS pixels, has equivalent spacing, the function can be achieved by a different control on the same page, the target is inline, the size of the target is determined by the user agent, or a particular presentation of the target is essential or is legally required. |
| 3.1.2 Language of Parts (Level AA) | Supports | The platform supports English only. Customers may include non-English content or special characters. |
| 3.2.3 Consistent Navigation (Level AA) | Supports | Navigation patterns that are repeated on web pages are presented in the same relative order each time they appear and do not change order when navigating through the site. |

| Criteria | Conformance Level | Remarks and Explanations |
|---|--------------------|---|
| 3.2.4 Consistent Identification (Level AA) | Supports | Labels, names, and text alternatives for content that have the same functionality across multiple web pages are consistently identified. |
| 3.3.3 Error Suggestion (Level AA) | Supports | If input errors are automatically detected, suggestions are provided in text for correcting the input in a timely and accessible manner before the data is submitted to the server. |
| 3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) | Supports | If the user can change or delete legal transactions, financial transactions, student exam responses, or data transactions that are unrecoverable or unintentionally modify or delete data, the changes and/or deletions are reversible, verified, or confirmed. |
| 3.3.8 Accessible Authentication (Minimum) (Level AA 2.2 only) | Supports | Support is included for password entry by password managers as well as the ability to copy and paste the password. |
| 4.1.3 Status Messages (Level AA 2.1 and 2.2) | Partially Supports | <p>Applicants: Status messages can be programmatically determined and presented by assistive technologies without receiving focus.</p> <p>Administrators: Most status messages can be programmatically determined and presented by assistive technologies without receiving focus.</p> <p>Remediation work will be completed in a future release.</p> |

Table 3: Success Criteria, Level AAA

Notes:

| Criteria | Conformance Level | Remarks and Explanations |
|--|-------------------|--------------------------|
| 1.2.6 Sign Language (Prerecorded) (Level AAA) | Not Evaluated | |
| 1.2.7 Extended Audio Description (Prerecorded) (Level AAA) | Not Evaluated | |
| 1.2.8 Media Alternative (Prerecorded) (Level AAA) | Not Evaluated | |
| 1.2.9 Audio-only (Live) (Level AAA) | Not Evaluated | |
| 1.3.6 Identify Purpose (Level AAA 2.1 and 2.2) | Not Evaluated | |
| 1.4.6 Contrast (Enhanced) (Level AAA) | Not Evaluated | |
| 1.4.7 Low or No Background Audio (Level AAA) | Not Evaluated | |
| 1.4.8 Visual Presentation (Level AAA) | Not Evaluated | |
| 1.4.9 Images of Text (No Exception) (Level AAA) | Not Evaluated | |
| 2.1.3 Keyboard (No Exception) (Level AAA) | Not Evaluated | |
| 2.2.3 No Timing (Level AAA) | Not Evaluated | |
| 2.2.4 Interruptions (Level AAA) | Not Evaluated | |
| 2.2.5 Re-authenticating (Level AAA) | Not Evaluated | |
| 2.2.6 Timeouts (Level AAA 2.1 and 2.2) | Not Evaluated | |
| 2.3.2 Three Flashes (Level AAA) | Not Evaluated | |
| 2.3.3 Animation from Interactions (Level AAA 2.1 and 2.2) | Not Evaluated | |
| 2.4.8 Location (Level AAA) | Not Evaluated | |
| 2.4.9 Link Purpose (Link Only) (Level AAA) | Not Evaluated | |
| 2.4.10 Section Headings (Level AAA) | Not Evaluated | |
| 2.4.12 Focus Not Obscured (Enhanced) (Level AAA 2.2 only) | Not Evaluated | |
| 2.4.13 Focus Appearance (Level AAA 2.2 only) | Not Evaluated | |
| 2.5.5 Target Size (Level AAA 2.1 and 2.2) | Not Evaluated | |
| 2.5.6 Concurrent Input Mechanisms (Level AAA 2.1 and 2.2) | Not Evaluated | |
| 3.1.3 Unusual Words (Level AAA) | Not Evaluated | |
| 3.1.4 Abbreviations (Level AAA) | Not Evaluated | |
| 3.1.5 Reading Level (Level AAA) | Not Evaluated | |
| 3.1.6 Pronunciation (Level AAA) | Not Evaluated | |

| Criteria | Conformance Level | Remarks and Explanations |
|---|-------------------|--------------------------|
| 3.2.5 Change on Request (Level AAA) | Not Evaluated | |
| 3.3.5 Help (Level AAA) | Not Evaluated | |
| 3.3.6 Error Prevention (All) (Level AAA) | Not Evaluated | |
| 3.3.9 Accessible Authentication (Enhanced) (Level AAA 2.2 only) | Not Evaluated | |