Voluntary Product Accessibility Template® (VPAT®) WCAG Edition

(Based on VPAT® Version 2.4)

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WCAG Edition

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Name of Product/Version: Top Hat – Student – Web Application

Report Date: December 12, 2020

Product Description:

Top Hat is the only all-in-one active learning platform that provides students the flexibility to learn effectively in person, online or both. Students use Top Hat to engage with their instructors and peers before, during and after class. They can log attendance, participate in polls and quizzes, join in discussions, collaborate on group work outside of class, check their understanding of course concepts with interactive readings and assignments, and track their progress automatically in the gradebook - and they can do it from any device.

Contact information:

For inquiries or more information, please visit https://tophat.com/accessibility or contact us at accessibility@tophat.com

Notes:

This report was created upon completion of an accessibility evaluation performed between July 29, 2020 and August 6, 2020; and was limited only to evaluation of specific accessibility issues that were already reported and validated in November 2020, which were part of the original assessment.

"Voluntary Product Accessibility Template" and "VPAT" are registered service marks of the Information Technology Industry Council (ITI)

The following table defines the Scope of this VPAT:

Web Page Identifier	Web Page URL
Sign Up - with Code	https://app.tophat.com/register/student/
Welcome Page	https://app.tophat.com/billing/course/619710/
Checkout	https://app.tophat.com/billing/course/619710/checkout
Redeem Access Keys (modal)	https://app.tophat.com/billing/course/619710
Checkout Confirmation	https://app.tophat.com/billing/course/619710/checkout
Checkout Success	https://app.tophat.com/billing/course/619710/checkout
Login Page	https://app.tophat.com/login
Your Courses Lobby	https://app.tophat.com/e/
Join Course (modal)	https://app.tophat.com/e/
Self-Paced Test	https://getproctorio.com/secured#lockdown
Test Submission (modal)	https://getproctorio.com/secured#lockdown
Textbook Viewer	https://app.tophat.com/e/073568/assigned
Textbook - Add Notes	https://app.tophat.com/e/073568/assigned
Gradebook	https://app.tophat.com/gradebook/course/073568/
Classroom - Slide Presentation	https://app.tophat.com/e/073568/lecture
Self-Paced - Canada Test page	https://getproctorio.com/secured#lockdown
Sign Up - Create Your Account	https://app.tophat.com/register/student/org/70/join_code/619710/info/

TOP HAT

Onboarding (modal)	https://app.tophat.com/e/073568/assigned/

Evaluation Methods Used:

A combination of automated and manual testing techniques was employed for the accessibility assessment

- Manual assessment based on Windows 10 – Chrome – NVDA
- Automation: Ran automation tests using axe-core version 3.5.4

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)
Web Content Accessibility Guidelines 2.1	Level A (Yes) Level AA (Yes) Level AAA (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 be used only in WCAG 2.0 Level AAA.

WCAG 2.1 Report

Note: When reporting on conformance with the WCAG 2.1 Success Criteria, the criteria are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the [WCAG 2.1 Conformance Requirements](#).

Table 1: Success Criteria, Level A

Notes:

Criteria	Conformance level	Remarks and Explanations
1.1.1 Non-text Content (Level A) All non-text content that is presented to the user has a text alternative that serves the equivalent purpose, except for the situations listed below. ● **Controls, Input**: If non-text content is a control or accepts user input, then it has a name that describes its purpose. (Refer to Success Criterion 4.1.2 for additional requirements for controls and content that accepts user input.) ● **Time-Based Media**: If non-text content is time-based media, then text alternatives at least provide descriptive identification of the non-text content. (Refer to Guideline 1.2 for additional requirements for media.) ● **Test**: If non-text content is a test or exercise that would be invalid if presented in text, then text alternatives at least provide descriptive identification of the non-text content. ● **Sensory**: If non-text content is primarily intended to create a specific sensory experience, then text alternatives at least provide descriptive identification of the non-text content. ● **CAPTCHA**: If the purpose of non-text content is to confirm that content is being accessed by a person rather than a computer, then text alternatives that identify and describe the purpose of the non-text content are provided, and alternative forms of CAPTCHA using output modes for different types of sensory perception are provided to accommodate different disabilities.	Partially Supports	Most images used in the Top Hat Web App are provided with appropriate alternative text. **Exception:** Presentation slides appear as informative images on the Classroom page and are missing alternative text.

● **Decoration, Formatting, Invisible**: If non-text content is pure decoration, is used only for visual formatting, or is not presented to users, then it is implemented in a way that it can be ignored by assistive technology.		
1.2.1 Audio-only and Video-only (Prerecorded) (Level A) For prerecorded audio-only and prerecorded video-only media, the following are true, except when the audio or video is a media alternative for text and is clearly labeled as such: ● **Prerecorded Audio-only:** An alternative for time-based media is provided that presents equivalent information for prerecorded audio-only content. ● **Prerecorded Video-only:** Either an alternative for time-based media or an audio track is provided that presents equivalent information for prerecorded video-only content.	Supports	The Top Hat Web App does not contain prerecorded audio-only or video-only media.
1.2.2 Captions (Prerecorded) (Level A) Captions are provided for all prerecorded audio content in synchronized media, except when the media is a media alternative for text and is clearly labeled as such.	Supports	The Top Hat Web App does not contain prerecorded synchronized media.
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) Captions are provided for all live audio content in synchronized media.	Supports	The Top Hat Web App does not contain prerecorded video content that would require audio description or a media alternative.
1.3.1 Info and Relationships (Level A) Information, structure, and relationships conveyed through presentation can be programmatically determined or are available in text.	Supports	Top Hat Web App has proper information, structure & relationship.
1.3.2 Meaningful Sequence (Level A) When the sequence in which content is presented affects its meaning, a correct reading sequence can be programmatically determined.	Supports	The Top Hat Web App presents content in a meaningful sequence.
1.3.3 Sensory Characteristics (Level A) Instructions provided for understanding and operating content do not rely solely on sensory characteristics of components such as shape, color, size, visual location, orientation, or sound. *Note:* For requirements related to color, refer to Guideline 1.4.	Supports	Instructions in the Top Hat Web App do not rely solely on sensory characteristics.

1.4.1 Use of Color (Level A) Color is not used as the only visual means of conveying information, indicating an action, prompting a response, or distinguishing a visual element. *Note:* This success criterion addresses color perception specifically. Other forms of perception are covered in Guideline 1.3 including programmatic access to color and other visual presentation coding.	Supports	None of the Top Hat Web App content conveys information through color alone.
1.4.2 Audio Control (Level A) If any audio on a Web page plays automatically for more than 3 seconds, either a mechanism is available to pause or stop the audio, or a mechanism is available to control audio volume independently from the overall system volume level. *Note:* Since any content that does not meet this success criterion can interfere with a user's ability to use the whole page, all content on the Web page (whether or not it is used to meet other success criteria) must meet this success criterion. See Conformance Requirement 5: Non-Interference.	Supports	The Top Hat Web App does not contain audio that plays automatically.

2.1.1 Keyboard (Level A)
All functionality of the content is operable through a keyboard interface without requiring specific timings for individual keystrokes, except where the underlying function requires input that depends on the path of the user's movement and not just the endpoints.
    Note 1: This exception relates to the underlying function, not the input technique. For example, if using handwriting to enter text, the input technique (handwriting) requires path-dependent input but the underlying function (text input) does not.
    Note 2: This does not forbid and should not discourage providing mouse input or other input methods in addition to keyboard operation.
	Partially Supports	Most functionality of the Top Hat Web App can be operated using only a keyboard.
		
		Exception: Some of the elements in Top Hat web are not operable with keyboard, some of these are on the product roadmap; and there are some widgets that belong to 3rd party & cannot be remediated immediately. They will be addressed by 3rd party vendor.

2.1.2 No Keyboard Trap (Level A) If keyboard focus can be moved to a component of the page using a keyboard interface, then focus can be moved away from that component using only a keyboard interface, and, if it requires more than unmodified arrow or tab keys or other standard exit methods, the	Supports	There are no keyboard trap found in all pages and components of the Top Hat Web App.

user is advised of the method for moving focus away. *Note:* Since any content that does not meet this success criterion can interfere with a user's ability to use the whole page, all content on the Web page (whether it is used to meet other success criteria or not) must meet this success criterion. See Conformance Requirement 5: Non-Interference.		
2.1.4 Character Key Shortcuts (Level A 2.1 only) If a keyboard shortcut is implemented in content using only letter (including upper- and lower-case letters), punctuation, number, or symbol characters, then at least one of the following is true: ● **Turn off:** A mechanism is available to turn the shortcut off; ● **Remap:** A mechanism is available to remap the shortcut to include one or more non-printable keyboard keys (e.g., Ctrl, Alt); ● **Active only on focus:** The keyboard shortcut for a user interface component is only active when that component has focus.	Supports	The Top Hat Web App does not provide character key shortcuts.
2.2.1 Timing Adjustable (Level A) For each time limit that is set by the content, at least one of the following is true: ● **Turn off:** The user is allowed to turn off the time limit before encountering it; or ● **Adjust:** The user is allowed to adjust the time limit before encountering it over a wide range that is at least ten times the length of the default setting; or ● **Extend:** The user is warned before time expires and given at least 20 seconds to extend the time limit with a simple action (for example, "press the space bar"), and the user is allowed to extend the time limit at least ten times; or ● **Real-time Exception:** The time limit is a required part of a real-time event (for example, an auction), and no alternative to the time limit is possible; or ● **Essential Exception:** The time limit is essential and extending it would invalidate the activity; or ● **20 Hour Exception:** The time limit is longer than 20 hours.	Supports	The Top Hat Web App provides a mechanism to extend the time limit.
2.2.2 Pause, Stop, Hide (Level A)	Supports	The Top Hat Web App does not include elements that

For moving, blinking, scrolling, or auto-updating information, all of the following are true: ● **Moving, blinking, scrolling:** For any moving, blinking or scrolling information that (1) starts automatically, (2) lasts more than five seconds, and (3) is presented in parallel with other content, there is a mechanism for the user to pause, stop, or hide it unless the movement, blinking, or scrolling is part of an activity where it is essential; and ● **Auto-updating:** For any auto-updating information that (1) starts automatically and (2) is presented in parallel with other content, there is a mechanism for the user to pause, stop, or hide it or to control the frequency of the update unless the auto-updating is part of an activity where it is essential. *Note 1:* For requirements related to flickering or flashing content, refer to Guideline 2.3. *Note 2:* Since any content that does not meet this success criterion can interfere with a user's ability to use the whole page, all content on the Web page (whether it is used to meet other success criteria or not) must meet this success criterion. See Conformance Requirement 5: Non-Interference. *Note 3:* Content that is updated periodically by software or that is streamed to the user agent is not required to preserve or present information that is generated or received between the initiation of the pause and resuming presentation, as this may not be technically possible, and in many situations could be misleading to do so. *Note 4:* An animation that occurs as part of a preload phase or similar situation can be considered essential if interaction cannot occur during that phase for all users and if not indicating progress could confuse users or cause them to think that content was frozen or broken.		move, blink, scroll, or auto-update.
2.3.1 Three Flashes or Below Threshold (Level A) Web pages do not contain anything that flashes more than three times in any one second period, or the flash is below the general flash and red flash thresholds.	Supports	The Top Hat Web App does not contain flashing content.

Note: Since any content that does not meet this success criterion can interfere with a user's ability to use the whole page, all content on the Web page (whether it is used to meet other success criteria or not) must meet this success criterion. See Conformance Requirement 5: Non-Interference.		
2.4.1 Bypass Blocks (Level A) A mechanism is available to bypass blocks of content that are repeated on multiple Web pages.	Partially Supports	Most screens in the Top Hat Web App provide a means to bypass blocks of repeated content. **Exception:** There are some iframes that do not have titles. These belong to 3rd party & will be addressed by the vendor.
2.4.2 Page Titled (Level A) Web pages have titles that describe topic or purpose.	Supports	Each page in the Top Hat Web App provides a programmatic title that describes the topic or the purpose of the page.
2.4.3 Focus Order (Level A) If a Web page can be navigated sequentially and the navigation sequences affect meaning or operation, focusable components receive focus in an order that preserves meaning and operability.	Partially Supports	Most of the Top Hat Web App elements receive focus in a meaningful order. **Exception:** In one page some elements do not receive focus in the right order, since this is a 3rd party widget it will be addressed by the vendor.
2.4.4 Link Purpose (In Context) (Level A) The purpose of each link can be determined from the link text alone or from the link text together with its programmatically determined link context, except where the purpose of the link would be ambiguous to users in general.	Supports	All links in Top Hat Web App can be programmatically determined from their context
2.5.1 Pointer Gestures (Level A 2.1 only) All functionality that uses multipoint or path-based gestures for operation can be operated with a single pointer without a path-based gesture, unless a multipoint or path-based gesture is essential.	Supports	The Top Hat Web App does not rely on multipoint or path-based gestures.
2.5.2 Pointer Cancellation (Level A 2.1 only) For functionality that can be operated using a single pointer, at least one of the following is true:	Supports	The functions on the Top Hat Web App that use a single pointer are completed when the user releases the pointer.

No Down-Event: The down-event of the pointer is not used to execute any part of the function; **Abort or Undo:** Completion of the function is on the up-event, and a mechanism is available to abort the function before completion or to undo the function after completion; **Up Reversal:** The up-event reverses any outcome of the preceding down-event; **Essential:** Completing the function on the down-event is essential.		
2.5.3 Label in Name (Level A 2.1 only) For user interface components with labels that include text or images of text, the name contains the text that is presented visually.	Supports	The accessible names of all of the Top Hat Web App controls contain the text of their visible labels.
2.5.4 Motion Actuation (Level A 2.1 only) Functionality that can be operated by device motion or user motion can also be operated by user interface components and responding to the motion can be disabled to prevent accidental actuation, except when: **Supported Interface:** The motion is used to operate functionality through an accessibility supported interface; **Essential:** The motion is essential for the function and doing so would invalidate the activity.	Supports	The Top Hat Web App does not have functionality operated by device motion or user motion.
3.1.1 Language of Page (Level A) The default human language of each Web page can be programmatically determined.	Supports	On each page of the Top Hat Web App, the language is programmatically determinable.
3.2.1 On Focus (Level A) When any user interface component receives focus, it does not initiate a change of context.	Supports	The Top Hat Web App components do not initiate a change of context when they receive focus.
3.2.2 On Input (Level A) Changing the setting of any user interface component does not automatically cause a change of context unless the user has been advised of the behavior before using the component.	Supports	Changes of context do not occur automatically on user input in the Top Hat Web App.
3.3.1 Error Identification (Level A) If an input error is automatically detected, the item that is in error is identified and the error is described to the user in text.	Supports	Where errors are automatically detected in the Top Hat Web App, the error is identified, and an error message is provided as text.
3.3.2 Labels or Instructions (Level A)	Supports	Labels are provided for all of the input fields in the Top

Labels or instructions are provided when content requires user input.		Hat Web App.
4.1.1 Parsing (Level A) In content implemented using markup languages, elements have complete start and end tags, elements are nested according to their specifications, elements do not contain duplicate attributes, and any IDs are unique, except where the specifications allow these features. *Note:* Start and end tags that are missing a critical character in their formation, such as a closing angle bracket or a mismatched attribute value quotation mark are not complete.	Supports	All pages on Top Hat Web App parse appropriately. Exception: There are some ID's that are not unique, these will be fixed in next release.
4.1.2 Name, Role, Value (Level A) For all user interface components (including but not limited to: form elements, links and components generated by scripts), the name and role can be programmatically determined; states, properties, and values that can be set by the user can be programmatically set; and notification of changes to these items is available to user agents, including assistive technologies. *Note:* This success criterion is primarily for Web authors who develop or script their own user interface components. For example, standard HTML controls already meet this success criterion when used according to specification.	Supports	Most elements in Top Hat web app have appropriate name, role, value, state & property. **Exception:** A button is not provided with accessible name & this belongs to 3rd party, this will be addressed by the vendor.

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA) Captions are provided for all live audio content in synchronized media.	Supports	The Top Hat Web App does not contain live synchronized media.
1.2.5 Audio Description (Prerecorded) (Level AA) Audio description is provided for all prerecorded video content in synchronized media.	Supports	The Top Hat Web App does not contain prerecorded video content that would require audio description.
1.3.4 Orientation (Level AA 2.1 only) Content does not restrict its view and operation to a single display orientation, such as portrait or landscape, unless a specific display orientation is essential.	Supports	The Top Hat Web App content does not restrict its view and operation to a single display orientation.
1.3.5 Identify Input Purpose (Level AA 2.1 only) The purpose of each input field collecting information about the user can be programmatically determined when: ● The input field serves a purpose identified in the Input Purposes for User Interface Components section; and ● The content is implemented using technologies with support for identifying the expected meaning for form input data.	Supports	All the input fields that collect personal information are provided with autocomplete attribute to identify input purpose in Top Hat web app.
1.4.3 Contrast (Minimum) (Level AA) The visual presentation of text and images of text has a contrast ratio of at least 4.5:1, except for the following: ● **Large Text:** Large-scale text and images of large-scale text have a contrast ratio of at least 3:1; ● **Incidental:** Text or images of text that are part of an inactive user interface component, that are pure decoration, that are not visible to anyone, or that are part of a picture that contains significant other visual content, have no contrast requirement. ● **Logotypes:** Text that is part of a logo or brand name has no contrast requirement.	Supports	All pages on the Top Hat Web App meet the necessary color contrast requirements.
1.4.4 Resize text (Level AA)	Supports	Almost all of the pages in Top Hat Web App zoom to

Except for captions and images of text, text can be resized without assistive technology up to 200 percent without loss of content or functionality.		200%.
1.4.5 Images of Text (Level AA) If the technologies being used can achieve the visual presentation, text is used to convey information rather than images of text except for the following: ● **Customizable:** The image of text can be visually customized to the user's requirements; ● **Essential:** A particular presentation of text is essential to the information being conveyed. *Note:* Logotypes (text that is part of a logo or brand name) are considered essential.	Partially Supports	The Top Hat Web App uses text instead of images of text except for branding elements that are considered essential. **Exception:** There are two instances where images of text is used, the Top Hat Web App team is trying to get this fixed in next release.
1.4.10 Reflow (Level AA 2.1 only) Content can be presented without loss of information or functionality, and without requiring scrolling in two dimensions for: ● Vertical scrolling content at a width equivalent to 320 CSS pixels; ● Horizontal scrolling content at a height equivalent to 256 CSS pixels; Except for parts of the content which require two-dimensional layout for usage or meaning.	Supports/N.A.	After login, the pages are not available as a mobile web experience and users are prompted to download the native mobile application.
1.4.11 Non-text Contrast (Level AA 2.1 only) The visual presentation of the following have a contrast ratio of at least 3:1 against adjacent color(s): ● **User Interface Components:** Visual information required to identify user interface components and states, except for inactive components or where the appearance of the component is determined by the user agent and not modified by the author; ● **Graphical Objects:** Parts of graphics required to understand the content, except when a particular presentation of graphics is essential to the information being conveyed.	Supports	The visual boundary of an active user interface component does have at least a 3 to 1 luminosity contrast ratio.
1.4.12 Text Spacing (Level AA 2.1 only) In content implemented using markup languages that support the following text style properties, no loss of content or functionality occurs by setting all of the following and by changing no other style property:	Supports	All pages on Top Hat Web App are provided with appropriate text spacing.

- Line height (line spacing) to at least 1.5 times the font size; - Spacing following paragraphs to at least 2 times the font size; - Letter spacing (tracking) to at least 0.12 times the font size; - Word spacing to at least 0.16 times the font size. Exception: Human languages and scripts that do not make use of one or more of these text style properties in written text can conform using only the properties that exist for that combination of language and script.		
1.4.13 Content on Hover or Focus (Level AA 2.1 only) Where receiving and then removing pointer hover or keyboard focus triggers additional content to become visible and then hidden, the following are true: **Dismissible:** A mechanism is available to dismiss the additional content without moving pointer hover or keyboard focus, unless the additional content communicates an input error or does not obscure or replace other content; **Hoverable:** If pointer hover can trigger the additional content, then the pointer can be moved over the additional content without the additional content disappearing; **Persistent:** The additional content remains visible until the hover or focus trigger is removed, the user dismisses it, or its information is no longer valid. Exception: The visual presentation of the additional content is controlled by the user agent and is not modified by the author.	Partially Supports	When content in the Top Hat Web App is triggered by hover or focus, it becomes hoverable, dismissible and persistent in a manner which meets this criterion. **Exception:** There are instances where additional content is not dismissible. These issues belong to 3rd party & will be addressed with the vendor.
2.4.5 Multiple Ways (Level AA) More than one way is available to locate a Web page within a set of Web pages except where the Web Page is the result of, or a step in, a process.	Supports	More than one way is available to locate a Web page within each page of the Top Hat Web App.
2.4.6 Headings and Labels (Level AA) Headings and labels describe topic or purpose.	Supports	The headings and labels in the Top Hat Web App are descriptive.
2.4.7 Focus Visible (Level AA) Any keyboard operable user interface has a mode of operation where the keyboard focus indicator is visible.	Supports	Most of the active elements in Top Hat Web App has proper focus indicator.
3.1.2 Language of Parts (Level AA) The human language of each passage or phrase in the content can be	Supports	Within each page or modal of the Top Hat Web App, the language of each portion of the page or modal is

programmatically determined except for proper names, technical terms, words of indeterminate language, and words or phrases that have become part of the vernacular of the immediately surrounding text.		programmatically determinable.
3.2.3 Consistent Navigation (Level AA) Navigational mechanisms that are repeated on multiple Web pages within a set of Web pages occur in the same relative order each time they are repeated, unless a change is initiated by the user.	Supports	The Top Hat Web App provides consistent and repeatable navigation across all screens.
3.2.4 Consistent Identification (Level AA) Components that have the same functionality within a set of Web pages are identified consistently.	Supports	Components that have the same functionality within the Top Hat Web App are identified consistently.
3.3.3 Error Suggestion (Level AA) If an input error is automatically detected and suggestions for correction are known, then the suggestions are provided to the user, unless it would jeopardize the security or purpose of the content.	Supports	When an error is automatically detected within a data entry form in the Top Hat Web App, the resulting error message provides suggestions for correction.
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) For Web pages that cause legal commitments or financial transactions for the user to occur, that modify or delete user-controllable data in data storage systems, or that submit user test responses, at least one of the following is true: **Reversible:** Submissions are reversible. **Checked:** Data entered by the user is checked for input errors and the user is provided an opportunity to correct them. **Confirmed:** A mechanism is available for reviewing, confirming, and correcting information before finalizing the submission.	Supports	When data is being deleted from Top Hat Web App, user is notified to confirm their choice.
4.1.3 Status Messages (Level AA 2.1 only) In content implemented using markup languages, status messages can be programmatically determined through role or properties such that they can be presented to the user by assistive technologies without receiving focus.	Supports	In the Top Hat Web App, all status messages are exposed appropriately.

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Table 3: Success Criteria, Level AAA

Notes: Level AAA success criteria's are not within the scope of this conformance evaluation.

Legal Disclaimer

This information is true and correct to the best of our knowledge as of the date printed on the front page of this document. This document seeks to describe Top Hat's ability to support the applicable standards, subject to our interpretation of those standards and the comments in this document. It is provided "AS IS" for information purposes only and is subject to change without notice. The contents of this document do not constitute either legal advice, representation, warranty or guarantee regarding a person's ability to comply with applicable accessibility requirements. Such a determination is the sole responsibility of the customer and its users. However, should you notice any issues, please report these to us so that they can be proactively addressed.