Multimedia 508 Checklist

1. When packaging files for inclusion in HTML pages, include all necessary information.

2. Document file name does not contain spaces or special characters.

3. Document file name should be concise, generally be limited to 20-30 characters, but make the content of the file clear in the context in which it is presented.

4. Document file name does not contain spaces or special characters and is no more than 20 characters.

5. All video, animation, etc., files are captioned with captioning synchronized to the actions and dialogue.

6. All audio files have accompanying transcripts.

7. Graphics, animations, movies, or other objects avoid strobing, flickering, or flashing effects.

8. A text-only version is provided when there is no other way to make the content accessible. (Example: An animation must have a text equivalent.)