

I Didn't Know We Could Do That: Accessibility Adventures in Adobe Acrobat

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2 OCTOBER 2018

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ADOBE ACROBAT XI PRO TIPS & TRICKS

- Scan paper documents only when necessary. Use born-digital documents whenever possible.
 - Adobe Acrobat has a Microsoft Word extension.
- Books and bound journals: scan 2 pages at a time and duplicate / crop.
- ClearScan OCR provides a smaller file with clearer text.
- Delete “scan artifacts” (shadows, scribbles, dust).
- Set page numbers to reflect chapter / article numbers.
- Add descriptive Alt Text to all images.
- Turn section headings into bookmarks.
- Touch Up Reading Order. Set decorations and page headers as background.
- Run the Accessibility Checker as many times as you like.
- Learn to use (but do not rely on) the Make Accessible Wizard.



Accessible Space and Sharing at MSVU

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ACCESSIBLE SPACE IMPROVEMENTS AT THE MSVU LIBRARY

- Automatic door buttons and removal of non-accessible doors leading to hallway with accessible washrooms.
- Height-adjustable workstation for library patrons who are power chair users.
- Workstation with height / angle / distance-adjustable monitor and keyboard tray.
- Workstation with ZoomText, XL monitor, and digital magnifier.
- High-contrast keyboards at several workstations. Also available for loan.
- Magnifying glasses available for loan.

ACCESSIBLE SPACE IMPROVEMENTS AT THE MSVU LIBRARY

ACCESSIBLE SPACE IMPROVEMENTS



ACCESSIBILITY TEAMWORK AT THE MSVU LIBRARY

- OCR processing of scanned documents
 - Default procedure in Document Delivery and Reserves
- Accessibility Services recently relocated to EMF (Library building)
- New accessible text committee including representatives from Accessibility Services, Print Shop, Library, Teaching & Learning, Distance Learning.
 - Shared Excel tracker and repository for e-books scanned or acquired for students with print disabilities.
 - Goals:
 - Marrakesh / 2016 © Act compliance
 - Clarified workflow and duties; avoid duplicated effort
 - Timely student service

