VPAT Accessibility Conformance Report

(Based on ITI VPAT©)

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| **Name of Product** | **Editorial Manager** |
| **Date Last Updated** | **July 24, 2023** |
| Completed by | Jay Nemchik (Digital Accessibility Team) |
| **Applicable Standards/Guidelines** | This document rates Editorial Manager according to the W3C WCAG 2.1 A and AA requirements. |
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| **Testing Tools and Methods** | **Hands-on keyboard operation Firebug/Code inspection Firefox Web Developer Toolbar (removing style sheets) JAWS 18 on Mozilla Firefox 63 and MS IE 11 on Windows 10 NVDA screen reader v2019.2.1 Wave Extension**  **Color Contrast Analyzer W3C WAI Pages** Elsevier Accessibility Checklist: <http://romeo.elsevier.com/accessibility_checklist/> |
| **Document Sections** | The review document below includes all WCAG 2.1 A and AA checkpoints and is organized into 6 logical sections:   * Visuals * Keyboard * Headings and Structure * Labeling * Multimedia * Usability |
| **Pages Covered** | Header, Homepage, Update My Information, Author Main Menu, Author Submission, Editor Main Menu |
| **Terms** | * **Supports: The functionality of the product has at least one method that meets the criteria without known defects or meets with equivalent facilitation.** * **Partially supports: Some functionality of the product does not meet the criteria.** * **Does not support: Majority of functionality of the product does not meet the criteria.** * **Supports (N/A): According to W3C on conformance, "If there is no content to which a success criterion applies, the success criterion is satisfied."** |
| **Notes/Terminology** | **“AT” stands for Assistive Technology such as screen readers, voice input, etc.** |

| **WCAG 2.1 Success Criterion** | **Level** | **Evaluation** |
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| 1.1.1 Non-text Content | A | Partially supports |
| 1.2.1 Audio-only and Video-only (Prerecorded) | A | Supports (N/A) |
| 1.2.2 Captions (Prerecorded) | A | Supports (N/A) |
| 1.2.3 Audio Description or Full Text Alternative | A | Supports (N/A) |
| 1.2.4 Captions (Live) | AA | Supports (N/A) |
| 1.2.5 Audio Description | AA | Supports (N/A) |
| 1.3.1 Info and Relationships | A | Partially supports |
| 1.3.2 Meaningful Sequence | A | Partially supports |
| 1.3.3 Sensory Characteristics | A | Supports |
| 1.3.4 Orientation (2.1) | AA | Supports |
| 1.3.5 Identify Input Purpose (2.1) | AA | Does not support |
| 1.4.1 Use of Color | A | Partially supports |
| 1.4.2 Audio Control | A | Supports (N/A) |
| 1.4.3 Contrast (Minimum) | AA | Partially supports |
| 1.4.4 Resize text | AA | Partially supports |
| 1.4.5 Images of Text | AA | Supports |
| 1.4.10 Reflow (2.1) | AA | Does not support |
| 1.4.11 Non-Text Contrast (2.1) | AA | Supports |
| 1.4.12 Text Spacing (2.1) | AA | Supports |
| 1.4.13 Content on Hover or Focus (2.1) | AA | Partially supports |
| 2.1.1 Keyboard | A | Partially supports |
| 2.1.2 No Keyboard Trap | A | Supports |
| 2.1.4 Character Key Shortcuts (2.1) | A | Supports (N/A) |
| 2.2.1 Timing Adjustable | A | Does not support |
| 2.2.2 Pause, Stop, Hide | A | Supports (N/A) |
| 2.3.1 Three Flashes or Below Threshold | A | Supports (N/A) |
| 2.4.1 Bypass Blocks | A | Does not support |
| 2.4.2 Page Titled | A | Does not support |
| 2.4.3 Focus Order | A | Partially supports |
| 2.4.4 Link Purpose (In Context) | A | Supports |
| 2.4.5 Multiple Ways | AA | Supports |
| 2.4.6 Headings and Labels | AA | Supports |
| 2.4.7 Focus Visible | AA | Partially supports |
| 2.5.1 Pointer Gestures (2.1) | A | Supports (N/A) |
| 2.5.2 Pointer Cancellation (2.1) | A | Supports |
| 2.5.3 Label in Name (2.1) | A | Supports |
| 2.5.4 Motion Actuation (2.1) | A | Supports (N/A) |
| 3.1.1 Language of Page | A | Supports |
| 3.1.2 Language of Parts | AA | Supports (N/A) |
| 3.2.1 On Focus | A | Supports |
| 3.2.2 On Input | A | Supports |
| 3.2.3 Consistent Navigation | AA | Supports |
| 3.2.4 Consistent Identification | AA | Supports |
| 3.3.1 Error Identification | A | Supports (N/A) |
| 3.3.2 Labels or Instructions | A | Does not support |
| 3.3.3 Error Suggestion | AA | Supports (N/A) |
| 3.3.4 Error Prevention (Legal, Financial, Data) | AA | Supports (N/A) |
| 4.1.1 Parsing | A | Supports |
| 4.1.2 Name, Role, Value | A | Partially supports |
| 4.1.3 Status Messages (2.1) | AA | Supports |

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| **Visuals** | | |
| **WCAG 2.1**  **Checkpoint** | **Supporting Features** | **Remarks** |
| [1.1.1: Non-Text Content](http://www.w3.org/TR/WCAG20/#text-equiv-all) (A) Provide text alternatives for non-text content (e.g., images) | Partially supports | Almost all images, icons, and graphs include text equivalents.  **Exceptions:**  Homepage: The journal cover image needs an alt attribute. Manuscript Services icon should have null alt text.  Author Submission: The graphics used to indicate the current step and step completion do not have alternative text. The incomplete/complete icon used for required fields such as Full Title needs alternative text.  Editor Main Menu: The red icons used to denote pending actions do not have alternative text. |
| [1.3.3: Sensory Characteristics](http://www.w3.org/TR/WCAG20/#content-structure-separation-understanding) (A) Do not rely on sensory characteristics of components such as shape, size, visual location, orientation, or sound | Supports | Content does not rely on sensory characteristics. |
| [1.4.1: Use of Color](http://www.w3.org/TR/WCAG20/#visual-audio-contrast-without-color) (A) Color is not used as the only visual means of conveying info | Partially supports | Color is not used as the only means of conveying most information.  **Exceptions:**  Update My Information: The privacy policy links are undecorated links within paragraphs that do not have enough contrast with their surrounding text. |
| [1.4.3: Color Contrast (Minimum)](http://www.w3.org/TR/WCAG20/#visual-audio-contrast-contrast) (AA) Text has enough contrast with the background (4.5:1 for small text and 3:1 for large text) | Partially supports | Most text has enough contrast with its corresponding background.  **Exceptions:**  Homepage: "This text is customizable" does not have enough contrast at 4.0:1.  Author Submission: The red text to denote warnings does not have enough contrast at 4.0:1. |
| [1.4.4: Resize Text](http://www.w3.org/TR/WCAG20/#visual-audio-contrast-scale) (AA)  Text can be enlarged up to 200% without loss of functionality. | Partially supports | Users can resize browser text to 200% without loss of functionality in most areas.  **Exceptions:** Header: The user profile popup gets cut off at high levels of magnification. |
| [1.4.5: Images of Text](http://www.w3.org/TR/WCAG20/#visual-audio-contrast-text-presentation) (AA) Text is used rather than images of text, except where the presentation of text is essential, such as logos | Supports | No images of text are used other than for Logos or essential presentation. |
| [1.4.10 Reflow](https://www.w3.org/TR/WCAG21/#reflow) (AA) (2.1) 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. | Does not support | At small screen sizes, parts of the site fail to scroll in only one direction.  **Exceptions:** All pages: Horizontal scroll bars appear at small screen sizes. |
| [1.4.11 Non-Text Contrast](https://www.w3.org/TR/WCAG21/#non-text-contrast) (AA)  (2.1) User interact components and graphical objects have a contrast ratio of at least 3:1 against adjacent color(s). | Supports | All UI components and graphical objects pass the minimum contrast ratio of 3:1. |
| [1.4.12 Text Spacing](https://www.w3.org/TR/WCAG21/#text-spacing) (AA)  (2.1)  In content implemented using markup languages that support the following text style properties, no loss of content or functionality occurs by setting all the following and by changing no other style property:  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. | Supports | All content can be adjusted to the minimum text spacing requirements without loss of readability or functionality. |
| [1.4.13 Content on Hover or Focus](https://www.w3.org/TR/WCAG21/#content-on-hover-or-focus) (AA)  (2.1)  Where receiving and then removing pointer hover or keyboard focus triggers additional content to become visible and then hidden, the following are true:   * Dismissable * Hoverable * Persistent | Partially supports | There are not many instances of content that appears on hover or focus. Current content is dismissable, but not hoverable.  **Exceptions:**  Update my Information: The institution tooltip cannot be hovered by mouse.  Author Submission: The institution tooltip cannot be hovered by mouse. |
| [2.3.1: Three Flashes or Below Threshold](http://www.w3.org/TR/WCAG20/#seizure-does-not-violate) (A) No more than three flashes in a 1-second period, or the flashes are below the defined thresholds | Supports (N/A) | No flashing content exists. |
| **Keyboard** | | |
| **WCAG 2.1**  **Checkpoint** | **Supporting Features** | **Remarks** |
| [1.3.2: Meaningful Sequence](http://www.w3.org/TR/WCAG20/#content-structure-separation-sequence) (A)  The correct reading sequence can be programmatically  determined | Partially supports | The correct reading sequence is logical with the DOM order matching the visual order in most places.  **Exceptions:**  Author Submission: The submission steps are currently hidden with aria-hidden, causing AT users to be unable to read the content. |
| [2.1.1: Keyboard](http://www.w3.org/TR/WCAG20/#keyboard-operation-keyboard-operable) (A)  All functionality is available from a keyboard, except for tasks such as drawing | Partially supports | Most parts of the site have proper keyboard operability.  **Exceptions**:  Header: The navigation menu does not use the correct arrow keys to move between menu options. The user dropdown button cannot be activated via keyboard.  Homepage: The Insert Special Character window is unusable with keyboard, due to needing to move focus away from the input field to reach the insert button. The use of a <form> covering the entire page causes the Enter key to try to submit the login every time it's pressed.  Update my Information: The Insert Special Character window is unusable with keyboard, due to needing to move focus away from the input field to reach the insert button.  Author Submission: The individual steps cannot be reached by keyboard. The Date Picker cannot be reached by keyboard. Several elements of the rich text editor's toolbar cannot be reached by keyboard. Users cannot re-order authors with the keyboard. |
| [2.1.2: No Keyboard Trap](http://www.w3.org/TR/WCAG20/#keyboard-operation-trapping) (A)  The user can use the keyboard to move through page elements and is not trapped on a particular element | Supports | No keyboard traps exist on any page. |
| [2.1.4 Character Key Shortcuts](https://www.w3.org/TR/WCAG21/#character-key-shortcuts) (A)  (2.1)  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 * Remap * Active only on focus | Supports (N/A) | No keyboard shortcuts are implemented on the site. |
| [2.4.3: Focus Order](http://www.w3.org/TR/WCAG20/#navigation-mechanisms-focus-order) (A)  Users can tab through the elements of a page in a logical order | Partially supports | Tab order is logical on the site in most areas. Focus management works properly for some modal windows.  **Exceptions:**  Author Main Menu: There is an empty link before Manuscript Services that should be hidden. |
| [2.4.7: Focus Visible](http://www.w3.org/TR/WCAG20/#navigation-mechanisms-focus-visible) (AA)  The page element with the current keyboard focus has a visible focus indicator | Partially supports | Some elements use a custom styled focus, whereas others use the browser default. Several elements are missing a focus indicator.  **Exceptions:** Header: The navigation menu does not have a visible focus when initially receiving focus. The Editorial Manager logo does not have a visible focus.  Homepage: What is ORCID close button does not have a visible focus. |
| [3.2.1: On Focus](http://www.w3.org/TR/WCAG20/#consistent-behavior-receive-focus) (A)  When a UI component receives focus, this does not trigger unexpected actions. | Supports | Focusable elements do not cause unexpected actions when receiving focus. |
| **Headers and Structure** | | |
| **WCAG 2.1**  **Checkpoint** | **Supporting Features** | **Remarks** |
| [1.3.1: Information and Relationships](http://www.w3.org/TR/WCAG20/#content-structure-separation-programmatic) (A)  Info, structure, and relationships can be programmatically determined | Partially supports | Headings are used on most pages. Lists are typically used to group related content. Landmarks are used in several places. Several pages are missing h1s.  **Exceptions:**  All Pages: iframes are used across the site and are not labelled with any title attributes.  Homepage: Tables are sometimes used to structure content without being given role="presentation". The homepage needs a heading.  Author Main Menu: The navigation links and various grouped links on the main page should be in unordered lists. "Production", "Current Task Assignments", "Invited Submissions", and the other subsequent heading text should be semantic headings.  Editor Main Menu: The various grouped links on the main page should be in unordered lists. The group labels that currently use fieldset and legend should just be headings. |
| [2.4.1: Bypass Blocks](http://www.w3.org/TR/WCAG20/#navigation-mechanisms-skip) (A)  Users can bypass repeated blocks of content. | Does not support | Headings and landmarks are rarely used. No skip link exists to allow for navigation skipping. |
| [2.4.6: Headings and Labels](http://www.w3.org/TR/WCAG20/#navigation-mechanisms-descriptive) (AA)  Headings and labels are clear and consistent. | Supports | Headings and labels used are clear and descriptive. |
| [3.1.1: Language of Page](http://www.w3.org/TR/WCAG20/#meaning-doc-lang-id) (A)  The language of the page is specified | Supports | The language is defined as lang="en-us". |
| [3.1.2: Language of Parts](http://www.w3.org/TR/WCAG20/#meaning-other-lang-id) (AA)  Specify the language of text passages that are in a different language than the default language of the page. | Supports (N/A) | There are not instances of text that are in a different language than the page default. |
| [4.1.1: Parsing](http://www.w3.org/TR/WCAG20/#ensure-compat-parses) (A)  Use valid, error-free HTML | Supports | HTML and CSS passes concerning these 4 specific criteria:  (i) elements have complete start and end tags,  (ii) elements are nested according to their specifications  (iii) elements do not contain duplicate attributes  (iv) any IDs are unique, except where the specifications allow these features. |
| **Labeling** | | |
| **WCAG 2.1**  **Checkpoint** | **Supporting Features** | **Remarks** |
| 1.3.5 Identify Input Purpose (AA)  (2.1)  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. | Does not support | The Homepage has username and password fields that do not have autocomplete attributes.  Update My Information has many personal data fields that do not have autocomplete attributes. |
| [2.4.2: Page Titled](http://www.w3.org/TR/WCAG20/#navigation-mechanisms-title) (A)  The page has a title describing its topic or purpose | Does not support | The page title is always "Editorial Manager" and does not change. |
| [2.4.4: Link Purpose (In Context)](http://www.w3.org/TR/WCAG20/#navigation-mechanisms-refs) (A)  The purpose of each link can be determined from the link text or surrounding context. | Supports | Links used have an identifiable purpose from the link text or surrounding context. |
| [2.5.3 Label in Name](https://www.w3.org/TR/WCAG21/#label-in-name) (A)  (2.1)  For user interface components with labels that include text or images of text, the name contains the text that is presented visually. | Supports | All user interface components have the visible label as the first part of the programmatic label. |
| [3.2.4: Consistent Identification](http://www.w3.org/TR/WCAG20/#consistent-behavior-consistent-functionality) (AA)  UI components used across the web site are identified consistently on every page. | Supports | UI components are consistent across the site in terms of HTML implementation and labelling. |
| [3.3.1: Error Identification](http://www.w3.org/TR/WCAG20/#minimize-error-identified) (A)  Input errors are clearly marked and described to the user. | Supports | Input errors are displayed well visually and programmatically. |
| [3.3.2: Labels and Instructions](http://www.w3.org/TR/WCAG20/#minimize-error-cues) (A)  Items requiring user input are clearly labeled or have clear instructions. | Does not support | Most input areas have clear labels which are programmatically assigned.  **Exceptions:**  Homepage: The username and password fields do not have labels.  Update My Information: All of the input fields on the page do not have proper labels.  Author Submission: All input fields used during the submission process do not have labels. |
| [3.3.3: Error Suggestion](http://www.w3.org/TR/WCAG20/#minimize-error-suggestions) (AA)  When the user makes an input error, give suggestions for valid input. | Supports (N/A) | There are no forms on the site that would give error suggestions. |
| [4.1.2: Name, Role, Value](http://www.w3.org/TR/WCAG20/#ensure-compat-rsv) (A)  For all UI components, the name, value, and role can be programmatically determined. | Partially supports | Most UI components properly communicate their state programmatically. A few custom components are missing proper ARIA attributes or roles.  **Exceptions:**  Header: The user dropdown element should be a button.  Homepage: The What is ORCID modal dialog needs aria-modal="true". What is ORCID should be a button.  Update My Information: The Read More warning modal needs aria-modal="true".  Author Submission: Several of the submission steps have content that is coded as ARIA tabs, but do not work like tabs. The current step in the process should have aria-current="step". The hide/show headings should be button elements, and their aria-expanded attributes need to change value. Various modal dialogs need aria-modal="true". |
| [4.1.3 Status Messages](https://www.w3.org/TR/WCAG21/#status-messages) (AA)  (2.1)  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 | There are no status messages of the type described by this criterion. |
| **Multimedia** | | |
| **WCAG 2.1**  **Checkpoint** | **Supporting Features** | **Remarks** |
| [1.2.1: Audio-only or Video-only (Prerecorded)](http://www.w3.org/TR/WCAG20/#media-equiv-av-only-alt) (A)  Provide alternatives for pre-recorded audio-only or video-only content. | Supports (N/A) | No pre-recorded audio-only or video-only content was reviewed. |
| [1.2.2: Captions (Prerecorded)](http://www.w3.org/TR/WCAG20/#media-equiv-captions) (A)  Provide captions for pre-recorded audio | Supports (N/A) | There is no pre-recorded audio on the site. |
| [1.2.3: Audio Description or Media Alternative (Prerecorded)](http://www.w3.org/TR/WCAG20/#media-equiv-audio-desc) (A)  Provide alternatives for pre-recorded synchronized audio/video | Supports (N/A) | There is no pre-recorded synchronized audio/video on the site. |
| [1.2.4: Captions (Live)](http://www.w3.org/TR/WCAG20/#media-equiv-real-time-captions) (AA)  Provide captions for live audio in synchronized audio/video. | Supports (N/A) | There is no live audio in synchronized audio/video. |
| [1.2.5: Audio Description (Prerecorded)](http://www.w3.org/TR/WCAG20/#media-equiv-audio-desc-only) (AA)  Provide an audio description of pre-recorded video. | Supports (N/A) | There is no pre-recorded video on the site. |
| [1.4.2: Audio Control](http://www.w3.org/TR/WCAG20/#visual-audio-contrast-dis-audio) (A)  Audio can be paused and stopped, or the audio volume can be changed. | Supports (N/A) | There is no audio content on the site. |
| [2.2.2: Pause, Stop, Hide](http://www.w3.org/TR/WCAG20/#time-limits-pause) (A)  Users can stop, pause, or hide moving, blinking, scrolling, or auto-updating information. | Supports (N/A) | There is no moving, blinking, or scrolling content. |
| **Usability** | | |
| **WCAG 2.1**  **Checkpoint** | **Supporting Features** | **Remarks** |
| [2.2.1: Timing Adjustable](http://www.w3.org/TR/WCAG20/#time-limits-required-behaviors) (A)  Users are warned of time limits shorter than 20 hours and time limits can be turned off or extended | Does not support | Editorial Manager has a time limit and users are not made aware of when their session will expire. |
| [2.4.5: Multiple Ways](http://www.w3.org/TR/WCAG20/#navigation-mechanisms-mult-loc) (AA)  More than one way is available to navigate to other web pages. | Supports | Nearly all pages are part of a process that exempts them from this criterion. The few pages that are static have multiple ways. |
| [3.2.2: On Input](http://www.w3.org/TR/WCAG20/#consistent-behavior-unpredictable-change) (A)  Changing the setting of a checkbox, radio button, or other UI component does not trigger unexpected changes in context. | Supports | User inputs do not cause unexpected actions. |
| [3.2.3: Consistent Navigation](http://www.w3.org/TR/WCAG20/#consistent-behavior-consistent-locations) (AA)  Navigation menus are in the same location and order on every web page. | Supports | Navigation menus are consistently in the same place and in same order on most pages. |
| [3.3.4: Error Prevention (Legal, Financial, Data)](http://www.w3.org/TR/WCAG20/#minimize-error-reversible) (AA)  For web pages with legal or financial commitments, input can be reviewed and corrected before final submission, and submissions can be reverted. | Supports (N/A) | No data submissions on the site require legal or financial commitments. No data submissions allow for a users’ profile to be deleted. |
| **Mobile User Experience** | | |
| **WCAG 2.1**  **Checkpoint** | **Supporting Features** | **Remarks** |
| [1.3.4 Orientation](https://www.w3.org/TR/WCAG21/#orientation)  (AA)  (2.1)  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 | Content is not restricted to a single display orientation. |
| [2.5.1 Pointer Gestures](https://www.w3.org/TR/WCAG21/#pointer-gestures) (A)  (2.1)  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 (N/A) | There is no content on the site that requires multipoint or path-based gestures. |
| 2.5.2 Pointer Cancellation (A)  (2.1)  For functionality that can be operated using a single pointer, at least one of the following is true:   * No Down-Event * Abort or Undo * Up Reversal * Essential | Supports | All content that can be operated with a single pointer can be undone or is performed on the up-event. |
| [2.5.4 Motion Actuation](https://www.w3.org/TR/WCAG21/#motion-actuation)  (A)  (2.1)  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 * Essential | Supports (N/A) | There is no content on the site that is activated by motion or actuation. |