

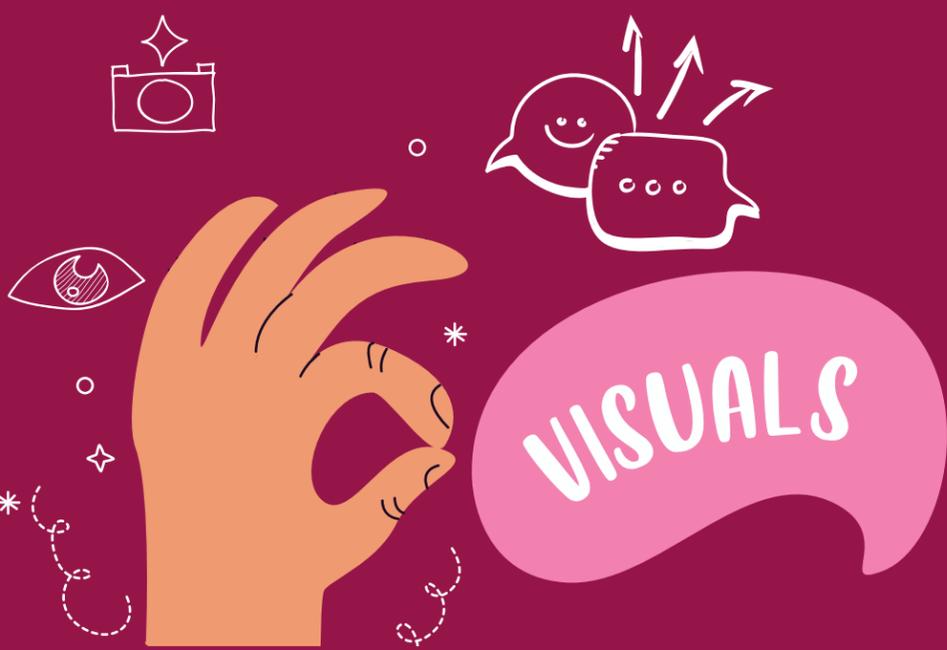
Digital Inclusion



- * Explain the **meaning of words rarely used in everyday language**, explain the meaning of acronyms and abbreviations. Use short name alternatives to the full name whenever possible.
- * The text should be easy to understand. **Use simple sentence structure** with subject, verb, and predicate. Explain one idea per paragraph. Avoid using justified text, complete words in capital letters, or complete paragraphs in bold or italics.
- * Verify that emails, web pages, documents, subtitles, and other content are **set to the same language as the content**.



- * Measure the **contrast between the colors of the background**, text and other objects to ensure that content is distinguished.
- * When **highlighting information** visually using a color, provide in-text ways of knowing what content is highlighted.
- * When highlighting content using shape, size, location or another configuration that is perceived only visually, **provide in-text alternatives to know which content is highlighted**.
- * Provide **alternative text for images that complement the content**, and programmatically hide those that are purely decorative to avoid distractions.
- * When using images with text, **provide the text next to the image**, or avoid them to comply with the (AAA) level.



- * Add **audio description to videos** whenever possible or verify that the content of the video can be perceived only by listening to it.
- * **Add subtitles manually**, or when adding automatic ones, check that the language is set to the language of the audio and correct words that are misspelled by the automatic recognition. Check that the subtitles look good and do not obscure other content.
- * **Add an interpretation box with the local sign language**, verify that the box is clearly visible and does not interfere with other elements of the video.
- * **Include the script** of the video or audio or a transcript of it in text format next to the content.

