



edited PDF workshop

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SUMMARY KEYWORDS

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SPEAKERS

Jamie Lin

00:15

I just want to say welcome to everyone. I mean, thank you for making time to be here. Welcome to Atla members, and welcome to our guests who are members of the consortia whom Atla partners with as part of the professional development Alliance. So, ASERL, BLC, CARLI, LOUIS, MINITEX, NCLIVE, SCELIC, and SEFLIN. Welcome, welcome. And, you know, given everything that we are experiencing right now, in our, in our daily lives, so the aftermath of Hurricane Ida, for those of you in the Gulf Coast, the beginning of the school year, for those of you who have kids that and then also obviously, you know, if you work in an academic institution, the beginning of all of that, and you know, the what, what is the, you're going to look like, I imagine that we're all really busy right now got other things on our mind. So for those of you who are watching the recording of this, this is being recorded. Welcome to you, too. My name is Jamie Lin. I am Atla's Education and Professional Development Manager. And this is PDF accessibility 101, a webinar workshop experiment. 101 does indicate that these are the basics of PDF accessibility. So it will probably not answer all of your questions. However, I do have some resources for you, you know, if you have more questions that we don't cover, and with that in mind, as I'm speaking, if you have questions, please put them in the q&a, I've asked my colleague, Ana to just interrupt me if there is something that's time related to something that I just demonstrated, and so that I can go back and show it again. So um, I do want to say that my knowledge of PDF accessibility is limited to what I have taught myself over the last three years. So I don't know everything, and I might do things differently than other people would suggest that you do. So I think this is it'll just give you pretty much an overview of how to begin thinking about making your documents accessible. Okay, so today, we are going to cover, this is what 101 covers: the current state of accessibility, what it

looks like today, setting up Adobe Acrobat DC to begin to make your documents accessible, it's not something that's automatically set up understanding tags and reading order. This is the way that Acrobat looks at your document and understands it and process it. And then we'll spend most of our time on two working examples. One, a very simple text based PDF. So coming from Word. The second example it comes from InDesign, and it's a PDF that's more of a flyer that will have graphics on it. And throughout the working example, I will also demonstrate a screen reader, I call it NVDA. Other people call it NVDA. Not to be confused with Nvidia, which is the graphic processing company. And anyway, it's a little confusing, but it's an open source screen reader that's really great for testing. Okay, so where we are today, the current state of accessibility. Basically, there are some standards, but these are really at the developer level. They're not for the user on how to make things accessible. And of course, every software company then is going to approach it differently. So Microsoft, and Adobe will approach things differently. And even Adobe has, you know, several different programs and every program Photoshop illustrator has its own development team. And they're going to do things a little bit differently, too. So even within software companies, it's not always the same. On top of that, every web browser reads things differently. So I don't you know, I don't use a screen reader myself. So I'm not exactly sure what all the differences are. But these are just some things to remember of where we are right now. with accessibility, and then of course, every screen reader functions differently. There's different commands and different ways to navigate through. So I'm gonna do my best to make this simple, but some things just really aren't simple. It really is having to do it over and over again and just getting better at it. And I've actually never given a webinar training on this before. So if any of you guys do online instruction or instruction for software, you understand where I'm where I'm at where I'm saying, I really hope everything goes right, I hope things, I hope everything works the way it's supposed to work. Because it even I, who, you know, I've been doing this over and over again, sometimes I will have to look at something and think, Why is this not working and try it several times. So the good news is that every time there's a major update to a software, from here on into the future, you will see an improvement, and how online accessibility is being handled. And so one day things, you know, will be built in, you won't even have to think about it, the user may have to do a very quick, you know, double check. But the software program will correct things and make sure that it's accessible for you. And this is coming much sooner than we think. And so, and of course, this has been recorded, so anything that I share with you, if you want to revisit, you can, you know, check out the recording afterwards. Okay, let's move right on to setting up your Acrobat. And actually, you know what, I do have some slides on this. Let me let me go to the slides first, and then I'll actually show you in real life. So when you open Acrobat, sorry, I'm gonna, I am going to stop share, because I think it's better if I share. All right, so here you're seeing a Adobe document. And the first thing you'll do is go to Tools, which is this menu here, the top left corner. And when you scroll down to the very bottom, you'll see accessibility. Now mine says open because I've already added it. But if you see next to this one, how it says print production add, if the first time you're using this, you're going to have to click on Add. And that will put it, it's going to put it on this right hand menu over here. So if you can look over on the right hand side, please

let me know if you're having trouble seeing this, I have a giant screen. So some, err a giant monitor. So sometimes things look very small. And I can zoom in if if you can't see it, and in fact in a pop out the chat. So I do know if somebody's saying that. Okay, so after you have opened up your accessibility tool, there is then

07:36

this at the very bottom reading order, if you click on this,

07:44

you can show an order panel, which which opens up this left menu, and you're going to be really working on these three right here. So the first time you open it up, they're not going to show up the first time you use them, they will show up and then they'll remain there for every subsequent time that you use it. This is again, something that should automatically be set up when you start Adobe. And I think a future iteration of the program will have that is just this whole getting things set up. So let me go back to the PowerPoint, because I will just repeat what I just said there. Okay, so we started the accessibility, we added it. We're then going to go to that right hand menu and click on reading order to look at this pane to show order panel that moves this z looking thing in. If you don't see the others, you can right click on that menu and add them that way. When I when we do the working example, I will go through that one more time because I do that, to me, that is an extremely confusing few steps that you do to set it up. So I just want to go into how Adobe Acrobat looks at your document. And then as we do the example, we'll go through everything again. Okay, so tags and reading order. I think of tags as similar to basic HTML there. If you know basic HTML, they look very similar. And it's basically header tags, paragraph lists tables. It's what lets a screen reader make sense of your document structure. Similar to a web page, how is it arranged the reading order is what it sounds like, you know, a machine will read from the top left to the bottom right naturally without your tag structure. It's basically this jumble of leaves that you see So for instance, if you wanted that center leaf, whatever, you know, whatever it is in your text to stand out if you don't have the Order set. So that goes first, it's actually going to be somewhere in the middle of your document. So that's my visual example there. They're not perfect examples of how, how it's structured. But so when I first started doing this, I was working in reading order all the time. And I was like, What are these tags things, you know, and I sort of ignored them for a long time. The good news is when you're, when you finalize your reading order, your tags are already in a pretty good order. But I've recently learned and I will show you that tags are actually the way that you want to focus your attention on first. Okay, so now I'm going to exit out of PowerPoint. And we're actually going to start with a Word document. So this is a very simple word document, I assume that the majority of documents that you'll be working with are going to be Word documents. And I know that it's already going to be pretty good when I bring it into Adobe Acrobat. One, because Microsoft Office is pretty good already with accessibility. And

two, because I created this using styles, which is, you know, this center part, if you've seen them and use them before, this is really meant for structure, document structure, so the machine behind your document knows how to read your structure, it is not meant for visual design. So if you are using these, these these styles for visual to change your look to make it you know, to make it italicized or or to to use headers just to make it look pretty. Don't do that, just change your font size instead. So we're not going to go too much into Word accessibility. But I do want to tell you that one of our partner consortia, CARLI, is giving a word accessibility workshop next month on September 17. So look for that, at your, you know, wherever you saw the notice for this one, that that one will also be publicized coming up really soon. Okay, so first of all, I have my title here that I made a header, some paragraphs, another section, that's a header a list. And so I already know because I did all this that I've done 90% of the work to make it accessible. So there are three different ways to make an Adobe PDF from this. The first, which I think everyone is used to is save as Adobe PDF. The second is going to the ribbon, create and share Adobe PDF. Okay. And then the third, which I'm going to use is going up to this menu at the top and there's Acrobat and then create PDFs. And what are the differences on these three? I'm not exactly sure. But from what I understand this is the best way of doing it go into the top bar. It brings in the most content information from Microsoft to Adobe. I'm going to create that PDF we're gonna title it. Example.

13:24

Jamie, we do have a question in the chat. Julie wants to know, is this only if you have the paid Acrobat?

13:30

Ah, I believe so. Because the free Acrobat is just the reader. So that's, that just reads documents the Adobe Acrobat. So I'm working in Adobe Acrobat Pro, which is part of the Creative Cloud, I believe, and then you can buy it. You buy it separately, and I think most institutions would have a subscription to it. So so I do, but it does need to the accessibility that you're doing the work should happen in Adobe Acrobat. I hope that answers the question. Okay. Let's see. Um, Alright, so, okay, thank you, Daniel, I see that you're saying that it asked you to pay for it. So I would ask your institution, I mean, if they, if they subscribe to Adobe Acrobat. If you have to create any sort of PDF, it's a good idea to have to have the paid version. Okay, so we are now looking at the PDF that I just created out of the Word, Word document. And as you'll see here, I have my tags. If I right click, this is where I can add them if they don't already appear. So if you're, if you're missing something, add it right there and I'm actually just let's just take a look. First of all at the tags. So this is what word imported into PDF. You can see it imported my title as a paragraph. That's not correct. It's got a blank line right there as a paragraph. Here's my header header one. Okay, so it's giving me blanks in between paragraphs. header two. Okay, Header two. So the first thing I want to do is, so Microsoft again, this is a great example of how different software companies do things

differently. Microsoft, let me create a title in the style. But Adobe doesn't have that. And you can see if I want to see what Adobe's offerings are, but possibilities, I right click on it, go into properties. The Content tab will give me all the possibilities. So title is not one of them. But I can do heading heading level one. So I'm going to change that to heading level one. And actually, let me double click and you can type it right in if you know what it is. And because I'm changing heading level one, here, I need to change my other heading to heading level two, because these are nested right headers are, they go in order. And then since the others can remain heading level two, because they're the same sort of level of how my document is being organized, um, screen readers, headings are important for screen readers because you can jump through the document. So this is a very short document, if somebody was going to read it, it would just read, you know, start from the beginning and go to the end. And it probably wouldn't be that big of a deal. But for instance, say I have a document like this, which is really, really long. And you don't want to have somebody read this from left to right all the way from top to bottom. This this particular example, I would change all of these two headers, so that so screen reader can, somebody listening can just like tab through and they hear instead of going through the whole list, they just hear what each of the different titles are in this particular in this these essay collections in this example.

17:51

Jamie, we have another question. This one is from Kimberly. And they ask, So would it be better to avoid the title style in Word if converting to PDF?

18:01

Yeah, you know, I guess so. I, I always click on title just cuz I think, Oh, it's the title. But in thinking about it, if I know I'm bringing it into Adobe Acrobat, why not start with header is just saves me saves me a little bit of time in making it accessible. And again, the thing is, this is such a quickly evolving area of development, that Adobe's next version might have title as one of the tags you never know. So so you kind of just have to keep looking at it. So So back to my example. As you click on these, you'll see every bit gets highlighted. And these little extra paragraph things aren't a huge deal, but we might as well remove them. Just so that a, in fact, you know what, here's here's the point where I'm going to turn on a screen reader. If you have never experienced the experience of a screen reader you are in for a treat. I first have to stop stop share because I need to turn on my computer sound to really give you the full experience. I'm going to do this one more time share screen share computer sound. And because I am actually presenting zoom, it doesn't want to play for me. That's so funny. Can you hear it? No, we cannot Yeah, when can I workshop PDF access? Nevermind.

19:27

There we go. Heading level two page one learn how to make your PDF blank.

19:37

I am not an expert at this and it's there's a lot of lag going on because I'm streaming video and sharing my screen. So I'm gonna use Adobe

19:47

workshop, PDF accessibility 101 example dot PDF, Adobe Acrobat Pro DC. Blank, heading level two, blank join to use Adobe one is are you an example that you'd like blank heading level two what will be covered?

20:02

Okay, so here's what happens when I jump headings link examples heading. No

20:05

next heading will be learn how to make your workshop PDF accessibility 101 heading level one. So you see how it's really handy when you have a long document to be able to learn how to make your PDF documents accessible to screen readers. Okay, heading level two, what will be covered? heading level two?

20:22

That I know I want to hear what's what's that

20:24

list with five items, one, setting up Adobe Acrobat two understanding tags and reading order how Adobe organizes three working example simple text base four working example PDF with graphics five, double checking with NVDA. So now if I'm just listening to this, I know what's going to be covered out of list blank. What list with five out of list blank

20:42

see that's not necessary? I

20:44

don't need that heading level. You may be interested in link for heading. Lang list with that I'd like it to be considered for use as a workshop example.

20:52

Okay, my second Thank you NVDA. let me know drop this in the in exit next. Okay.

21:00

Awesome. So it's not, so okay, so first of all, that that user experience I it's it's such a challenge. And you know, so let's make it easier, however, however much easier we can. And so the first thing is some of these blanks that we don't need. Let's go back to where they see. So this one right here, I'm going to right click on it. And if I go to reading order, and sort of highlighted, I can tag it as a background artifact. And this tells the computer just ignore it completely. And you'll see that it's disappeared, I'm going to go to the other ones too, and just get rid of them. This is just cleaning it up a little bit. These last ones. So if you have a lot of spaces between a document, it's really good to do this, if you have like page breaks, you know, let them know that document is done. So they're not continuing to tab through saying blank, blank, blank, blank, blank. Okay. So the next step is to save, I'm gonna save, okay? Remember, when you're working, when you're working with when you're working with this, save all the time, save, everytime you remember to save every time you do something major save. Because there are many things if you're working, especially with reading order, that if it messes up it, you can't undo it. This is again, another thing that that will improve over time. So I do realize as I'm talking and sort of out loud, I'm realizing that this might be confusing to to people who are seeing this for the first time, it is, you know, I do recommend that you watch the recording again, just to sort of, you know, be able to pause and maybe you even use your own Adobe document and work on it step by step. So I'm going to so I feel like my tags are okay, I'm going to go to reading order just to see, remember, we were in here before, and I found one that doesn't that I don't want this one. From here, I can also tag it as a background artifact. I could also delete it, just tag it as a background artifact. So here I see me reading order, it's already looking pretty good. 1234. What is 6? 5, 5 is a link. Okay, so so it's going in order. That makes sense seven. Same here, I've got the link is throwing it off, but it actually works. 14, let's ignore that link for a minute. 1416 1718 is a path let's see. Tag different and that the way that you figure out if what you're doing is doing anything, right is to go back to accessibility and run a check. And sometimes I actually run a check before I do anything just to see how bad is this, you know, but we're gonna go to this right hand side and run the check. I don't create an accessibility report because it just sort of fills up a folder somewhere and I never look at them. I just do this is their default check. I start checking. And it immediately tells me in the left hand side that there are three issues. By the way, there's always going to be three issues because As you'll see, they want you to manually check the logical reading order, which we just did the title. Right click fix

and then , so what is this, PDF. So we'll add that that got fixed. color contrast, that's not something I need to worry about right now. So pass. So the logical reading order now that I did go through it is, this passed, so because I already knew that this was 90% of the way there, when I brought it in, it was very easy for me to just double check this, make sure I checked the reading order cleaned up the tags, and made it added a title. So I'm gonna pause there because I know most people are using Word documents. Does that, are you still with me, like the basics, we're going to go into something a little bit more complicated, which you'll see some of the fun things happening with graphic documents. See, chat, anything going on so far? Okay, so let's move on. Here is a graphic document brought in from InDesign. And so out of curiosity, let me see the tags it says document art art, okay, figure art figure that is not going to help me too much this, there's some information in here. But knowing InDesign It was created, you know, piece being brought in by piece and not necessarily in the reading order. So, um, what I could do is just delete what it's already given me. So right click on tags and say delete tag, just clean out that. And then two options to auto tag the document, you add tags to the document, same menu, or if you see on the very right hand side of the screen, auto tag document, same multiple ways to get to the same thing. So I'm going to auto tag the document. It's going to give me Okay, so that looks a little bit different. And then I'm going to look at the reading order. And that to me, that's just like, a giant mess. That, let me see if I can oops, this is a giant mess. For me, I am actually going to see if I can make this easier for myself by erasing everything and manually creating everything. So that's what we're going to spend the rest of this time doing. First step is to go to reading order. Clear page structure, it's going to say Are you sure you want to do that? Yes, I do. Ah, now it's clean. So now what I have the option of doing is drawing what I want to be read. So this is my heading one. This is actually an image. So I could make it a text. But I'm gonna just say it is a figure, which means I'm going to have to add some alt text to it because these are images of our database brands. You see how this is a slower process, but you have more control over it. I'm going to save my document again. Because I like that I don't want it to get lost. Okay, I'm gonna mark these as a text paragraph. Ooh, okay. So looking at this next section, it is text, it is a paragraph. But when I'm thinking of my screen reader, I think I want somebody to be able to tab through it so that you know, we are looking at it and we can just jump and read those and decide whether or not we want to read the little paragraph. Let's give our screen reader users that same option. So let's make this heading to make the next one. Oops. So you got to be careful how you draw. It's very sensitive. Text paragraph. Make that a header to and again, it missed that first one because it wasn't close enough. Okay. Okay, and if you'll notice that there are some images that I'm just going to ignore for now so that you see what happens how they get treated. This one may be interesting because it's on a color shape. And sometimes layers get messed up when you're doing accessibility. If you see your text disappear. It is because the the layers, the orange shape went over your text when you were doing accessibility. So then you'll have to go back into edit your PDF and change those layers around again, if that happens, I'll demonstrate it. Another thing I might want to add is the Atla logo, which is also a figure and appear in that corner. Let's also get atla.com because actually, we could make that a link. So that's just text. Okay, so right now, we

created a bunch of boxes. And as you'll see, it was going in order for a while and then suddenly it got confused. So save before I mess up anything else. And going into reading order. I can drag and drop to move these around 123456789. So 10 actually needs to be put it at the bottom, you can't put it at the very bottom you when you're dragging and dropping, you can't put at the very top and you can't put at the very bottom. So you have to be very careful and sort of move things around. Okay, 910 11 1213 1415 Now I'm going to switch these two around. So Atla.com goes at the very end, okay, so save. Always remember to save, I can't even tell you how many times I've had to start all over. tags. Figure Okay, so as we know, figures need alt text. Before I do any of the states, I'm going to run my check, because it's gonna show me all the things that are wrong with it. We can already guess what some things are wrong. None of my figures have alt text. Some of the figures are not even identified, there's some design stuff in the background. Let's see what Adobe does for this. So let's run the check. By the way, if you are an Atla member and you are working on a PDF and you are stumped, you can feel free to email me and I will be happy to meet with you or look over your document and see you know how I can help you with that. So document three issues like the always the same three issues, we're gonna ignore that for now page content, two issues tagged content, failed, tagged annotations failed. Okay, and alternate text to issues. figures, right. So if we go to the figures, one way to handle all your figures is again in the right will say set alternate text. It's going to identify all of the figures and I'm going to say Atla religion database because I want the screen reader to read what it is. instead of hitting Save and Close hit the right hand button so that you go to the next one. So I'm quickly adding alternate text to my figures. Just Okay, so So this last one, the Atla logo, I'm actually going to mark it as a decorative figure because I don't think we need to read Atla collectors and connectors. So I'm going to make that a decorative figure which means the screen reader will ignore it. Save and Close. So that's going to be okay, now let's move on to and you know what, if you if you want to know if you fixed it, run that check again, this is why I don't run reports because it just gets a little crazy. Okay. Uh huh. Look at that. It said, Wait a minute, you missed a few things. So, to look at these another, it's really hard for me to manually create to draw that box and mark it decorative because it gets in the way of other things. So if you right click on something and it says show in content panel or show in tags panel, see, okay, was not found in the tags panel. That's good, because we're going to get rid of it. Anyway, let's open it in the content panel. That is this menu. I am very rarely in this menu. Because as you as you may agree with me, it's a mess. And it's kind of confusing, but it did highlight exactly that image that I'm trying to get rid of. So if I right click on that. One of my options is create artifacts. So background artifact is the way to make it invisible to a screen reader. is part of the layout. And there we go, that one's been corrected. Let's see what else we have going on in our accessibility check. So that was the one I just did that one I'm going to do now. Do the same thing. tag that as an artifact. It is part of Layout. All right. I am not sure what else. So let's run another check. Oh, let me say first, let's see. Another check. Okay, let's do that. Let me do this. First. I did our reading order, we got a reading order. Yes, you can manually pass that title, I'm gonna add a content partner. Oops. Oh, come on. Okay. color contrast, I'm gonna pass that one as well. Alright, tagged annotations, element one. Oh, good. So

we tagged that. And that's going to be because let's make that a link. So we're actually going to go, I'm going to go into Edit. Do you guys know how to make links out of your PDF, you go to the Edit part, create a link, draw, draw this part right here. And we'll make it a link to a web page, invisible rectangle, open a web page, it's going to go to atla.com. While we're at it, let's make this one at the bottom, also a link, open a web page, it's going to go to an address. So mail to connect@atla.com. As you'll see, you know, you do need a basic, very basic knowledge of HTML and doing this. I haven't worked with HTML since like 1998. So my knowledge is very basic. Jamie, we have a question in the chat. Okay. Craig, don't you have to use the full URL? I don't know. Let's see. Let's see if it works. Um, maybe I think it works without it. But let's, let's try again to save. And actually, if I click on this, it should.

37:40

Right here, right, Craig? Thank you, Craig. So we're gonna change that to what do I have to say? www.atla.com. Craig says,

37:53

I was thinking you had to tell it if it's HTTP or HTTPS. I think that it's good practice to add the full thing. I think it works if you just say www now. Oh, here we go. www. So this is what I mean. Play around till you get it. www.atla.com. Let's just see if that works. And if not, then we'll go with the HTTP. Okay, save this. Okay, it did open it in another browser window. Excellent. Okay, so we know that works. How much time do I have? Okay, we're running out of time. We're really close. Right? I am so close to where the accessibility is right now. Let's run a check. My hope is that you don't need to be working with this kind of complicated document all the time. alternate text one issue what is what is it? Oh, I thought I thought I fixed that one. But I will fix this one again. We're going to artifact this. Okay. So that one should be done. Tech annotations or is this still a link? Okay, I know what this is. Now it we need to tell it that it's a link. So I'm going to go to the top of this panel, where there's this drop down arrow and click on Find. Pop Up windows says find element and we're going to say unmarked links We're going to tag them as links this one find the next one do the same thing tag it as a link. Okay, and then when we run the check again

40:23

that should disappear

40:28

and then that situation has been resolved. I'm going to open up NVDA one more time. Loading NVDA Please wait. Okay, heading level one because Aren't you glad you don't have to use a

screen reader every day

40:56

graphic Atla religion database graphic Atlas graphic Atlas. Atla is a nonprofit, religion and theology publishers in our press. Atla RDB publishers choose to work with Atla are heading level two international exposure in December one slash one c users JLIN desktop accessible. Okay, heading level two international exposure and dissemination. indexing of a journal in Atla religion database increases discovery of the valuable content within these publications from Craig Hayward to everyone it's not too one slash desktop accessible PDF below me the content partner original dot PDF one pages.

41:33

Okay, so I'm sorry it got distracted as read

41:37

live it out system. One slash one c users JLIN desktop accessible PDF be omya content partner original dot PDF for different headers custom licensing, highest standards financial benefit no next heading

41:50

so it did grab our headers which lets us highest custom

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international content partner heading level one. heading level one become a content partner graphic Atla religion database graphic Atlas graphic Atlas plus Atla is a non from Craig Hayward to everyone you are in headings mode alert. Atla is a nonprofit organization dedicated to promoting worldwide scholarly communication in religion and theology. Atla is actively seeking content partners to join graphic Atla religion database, international exposure and just heading level two international exposure and dissemination indexing of a journal in Atla religion database increases discovery of the valuable content within these publications.

42:28

Okay, I'm gonna pause here just because notice, it's hard for me to think while something's talking, okay. So I am not good in navigating NVDA, it's I basically have a cheat sheet open to say

what are my keyboard commands to navigate through? Craig, it sounds like you're saying you're in headings mode? Which I, do you want? Are you willing to unmute and share with us what that means? Ana, can you give him permission? Or you can type it into if you'd rather not.

43:07

So see if you can hear me? Oh, it's been a while. So I'm kind of rusty on the modes. But NVDA has a couple of different modes you can go in and out of which is one you can. The thing with screen readers is that when somebody is using a screen reader, and Erin Bradford, who's in here with me can attest that tip because she is she is blind and deaf as well doing this seminar with us is that in screenwriting, you have different modes you can go into. So when somebody enters a website or enters a document, they can choose to look at the links, they can choose to look at the headings, they can choose to read the entire context, the entire content of the document depending on what they want to do. So as we get around the document faster. So I apologize, I don't have it, I don't have NVDA right at my fingertips to know that to know that triggers in Jaws, it's in Jaws, it's a matter of doing things like f3 to find text, all home will take you up using things like the F Vf 10 keys and things like that. So that's all that's all I'm going to add to the conversation. So yeah, thank you, thank you and fine. It takes it takes many many years to learn some of this stuff. And now you're doing fine. It's it's it is a lifelong vocation learning this stuff and but once the thing that I have learned to with doing these things is that once you're immersed in it, you kind of go that way you do these things naturally after a while you're getting you're getting good practice. I work a lot with people that are low vision and blind to help them navigate websites offer tech support and work a lot with our with our state Library's web accessibility things to make sure our library's website is accessible. That's why this is an interesting webinar for me to learn more about PDF accessibility and the other parts of it. So anyway. Okay, because you were

45:09

sorry. Thank you. No, I appreciate it. Because again, you know, I don't use I don't use every day. Yeah. I do know that pressing H, let me go from header to header. There was a key that had me read it all the way through. Yep. And then. And so the reason why we created these headers was so that your user and your, your user doesn't have to listen to a document from the very beginning top left all the way to the right that they actually have the same options that are cited users use in quickly skimming, it's like, it's a screen reader version of skimming. So, Jamie, we do have a comment from Erin, who asks if she could add something. Sure. Thank you, Erin.

45:57

Erin, you're currently muted. Okay, hi. I just wanted to say. Um, I have been drawing PDF for a long

time now. As Craig said mentioned about working with the library so it's accessible, I'm on our library web team. One of the things that I do with PDFs for the library accessible. That's a huge project. And I'm hoping to try and some other stuff on how to do it. This has been really good for basics. Getting started with doing something like this could take me about 30 minutes or so of Craigs time.... some things I try to make accessible that are on just turned on a new way to do it. For hours working on it not coming. I just couldn't figure it out because it was so complex. But one of the things that you can do to help make things first of all, have to transfer from Word to PDF, a question that was asked earlier, should you use headings instead of Titles, and Yeah, that's something you can do. Also instead of hitting the space bar for multiple spaces, you could add in, go in and add a paragraph. And then you can add in extra lines at the end. And it won't add in all of these extra breaks spaces when you're doing the tags. Those are just some things to think about. I always think in terms of web access the other day when I entered a word document, to automatically put my title as h1, and doing that will make it an easier found this to be headings rather than trying to make the text bigger. But I just wanted to put that in.

48:23

Thank you so much. Yes, no, I get your perspective. So valuable here. And again, for those of you who want to, to have a workshop entirely on how to make Word accessible, so before you even bring it into PDF, that CARLI is doing a webinar on September 17. And Erin also mentioned that she she works in making just libraries accessible in general, another member of our Professional Development Alliance, SEFLIN, I believe, so southeast Florida, is offering library Accessibility Services coming up in October and in November, one for children, one for teenagers. So making your services. I think it's both online and physical. So those are two interesting webinars coming up from our Professional Development Alliance in the next couple of months. It does, I feel like accessibility is a topic that everyone wants to know more about. And so thank you to the two people who knew a lot more than I do about this for helping with our workshop today. So we do have, I think a few minutes left if we have any questions. Any other questions? And again, anyone who is working and you know, if you're an Atla member and you're working on something that looks like this, do reach out to me and I will I will try my best to help you get that accessible. If you're working on something that's a little bit more simple, I think. I think we've covered enough that that we can get you can get most of the way there and Again, email me, email connect@atla.com and don't get forwarded to me. So let me just stop sharing for now. All right, good topic starter. Yes, it is it is 101, it's the basics. I don't do this kind of work as often as I used to do in my new role with Atla. So, so even opening it up. Last year, when I, when I did my first one with Atla, it had it had been almost a year since I had done it. And was really looking at it being like, Okay, what do I, you know, like, What do I do? How do I set it up? Craig mentions that, again, contrast and colors for low vision readers Exactly. There's a whole side of accessibility, which is the design side of it. So yeah, the colors that you're working with. And also, I would say, how you, there's a whole part on when you make a link, instead of, you know, putting the URL there to

make it a descriptive link where you say, instead of like, click here, that's not a descriptive link. But that's a step like a simplified link, you bring in the link to something we want to avoid, click here, we want to actually say what it is like, um, if you want to know more about and then your link would be PDF accessibility. You know, try this video series. And for that, while I still have you for one more minute, I just want to say that if you do Google searches for PDF accessibility, there is a man named Rob, Rob Haverty. And I'm going to put a link in the chat that where he provides his trainings. There we go. So bookmark that. It goes into much more complicated detail, forms, tables, things that we're not reaching, talking about in 101, because there's no way I'm going to be able to do that live and do it well. So Alright, so we are at time, thank you so much for attending. Again, the recording will be available so that you can review it. The recording will include the part that I missed today. And I will see you again at another webinar soon. Remember, September 17 is a Word accessibility webinar. All right, thank you all have a wonderful day.