

Checklists for accessible text and images within digital signage

1. Checklist for Readability and accessibility of text	Yes	No
<ul style="list-style-type: none"> • Have you used an easy to read san-serif style font, e.g. Arial in your digital signage text? 		
<ul style="list-style-type: none"> • Have you text to a minimum and used short, concise sentences? Remember, you should ideally keep the number of characters used to 280. 		
<ul style="list-style-type: none"> • Does your signage include terminology, library specific abbreviations or 'jargon', i.e. digital Object Identifier, A&A? If so please remove these terms and/or abbreviations, as they will exclude those who do not know what they mean or refer to. 		
<ul style="list-style-type: none"> • Does your signage use all caps for text i.e. 'HELLO THERE'? If so, please type this again to look like 'Hello There'. Whenever words are typed all in caps, it can be interpreted as someone shouting, avoid using all caps for text. 		
<ul style="list-style-type: none"> • Does your signage avoid using unnecessary parts of a URL, i.e. "http://www"? 		

2. Checklist for images used in Digital Signage	Yes	No
<ul style="list-style-type: none"> Have you used a landscape image for your signage which matches the dimensions of 1920 x 1080? Remember, using portrait (vertical) images in digital signage will result in borders either side of your image. 		
<ul style="list-style-type: none"> Have you used a high resolution (high quality) image in your digital signage? Avoid using low resolution images or ones that you must enlarge ('stretch') in image editing software. 		
<ul style="list-style-type: none"> Have you used images that don't infringe UK copyright law? Remember to use images taken from copyright free sources or ones that you have written permission to use. Make sure your digital signage doesn't contain materials that infringe copyright. 		