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# Universal Design for Learning: Accessible Educational Materials

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# 1. Objectives

Temporary injuries  
or illnesses:

Blind  
Low vision

Deaf  
Hard of hearing

Autism spectrum  
disorders



Motor  
limitations

Reading or  
comprehension  
difficulties

Non-predominant  
mother tongue

## 2. Tips for Accessible Educational Materials

1. Don't assume digital means accessible.
2. Add "alt text" to images.
3. Add closed captions to videos.
4. Use heading and subheading styles for document structure.
5. Use high contrast colors for text and background.
6. Use more than just color and styling to highlight features.
7. Use descriptive hyperlinks.
8. Use plain language.
9. Use built-in accessibility checkers.
10. Adopt principles for developing accessible educational materials.



## 2. Tips for Accessible Educational Materials

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# 3. Some recommendations, word

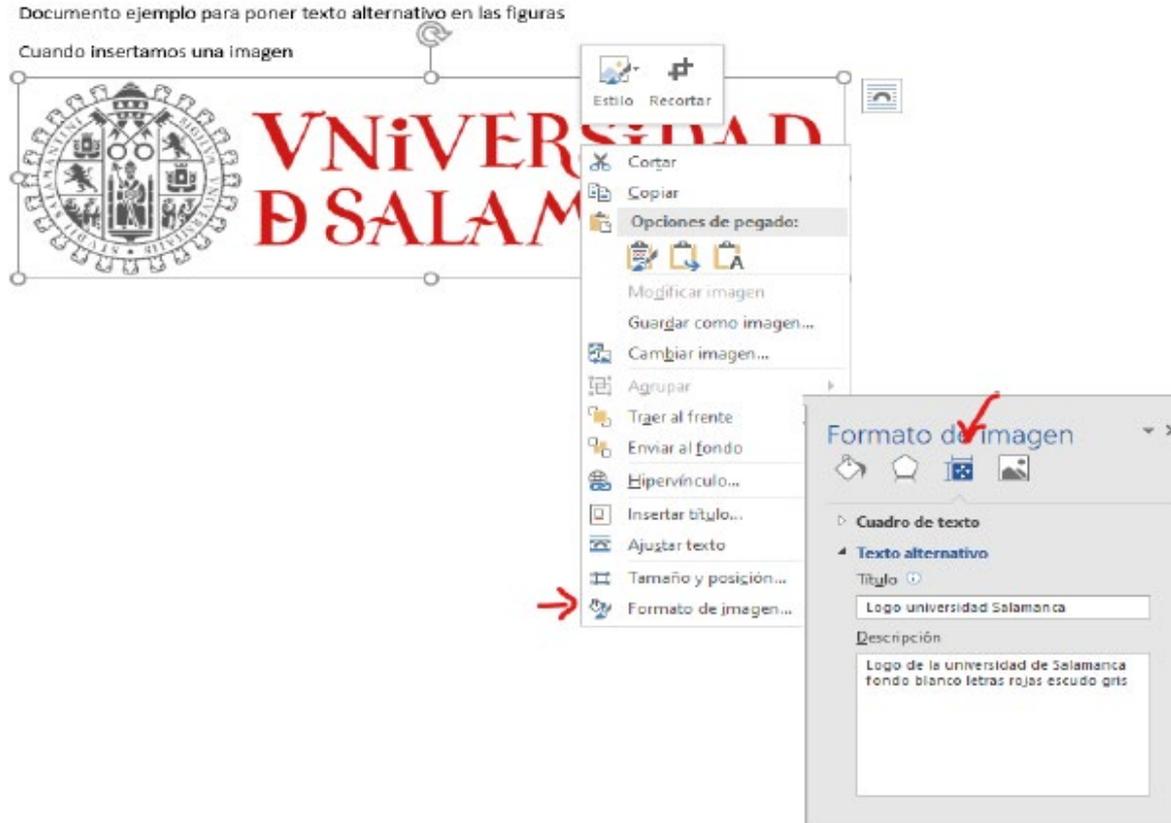
- Fonts and numbers: Verdana or Arial, 12 - 14 points.
- Use structure tools (normal text, title, heading 2, etc.).
- It is not advisable to use italics or underlining.
- Only capital letters for titles.
- The space between lines 25-30% of the point size.
- Texts written vertically are not recommended.
- Left justification, as this helps find the line.
- Photographs and drawings: simple and not interspersed in the text
- All non-textual elements must have alternative text.
- Tables: Screen readers read them by rows, not by columns.

# 4. Use built-in accessibility checkers:

- click on the “Review” tab and click on “Accessibility check.”
- If this option does not appear, write this option in the What do you want to do? section.
- A column will appear on the right margin indicating if there is any aspect of the document that is not accessible and what you should do to solve it.



# 4. Use built-in accessibility checkers:



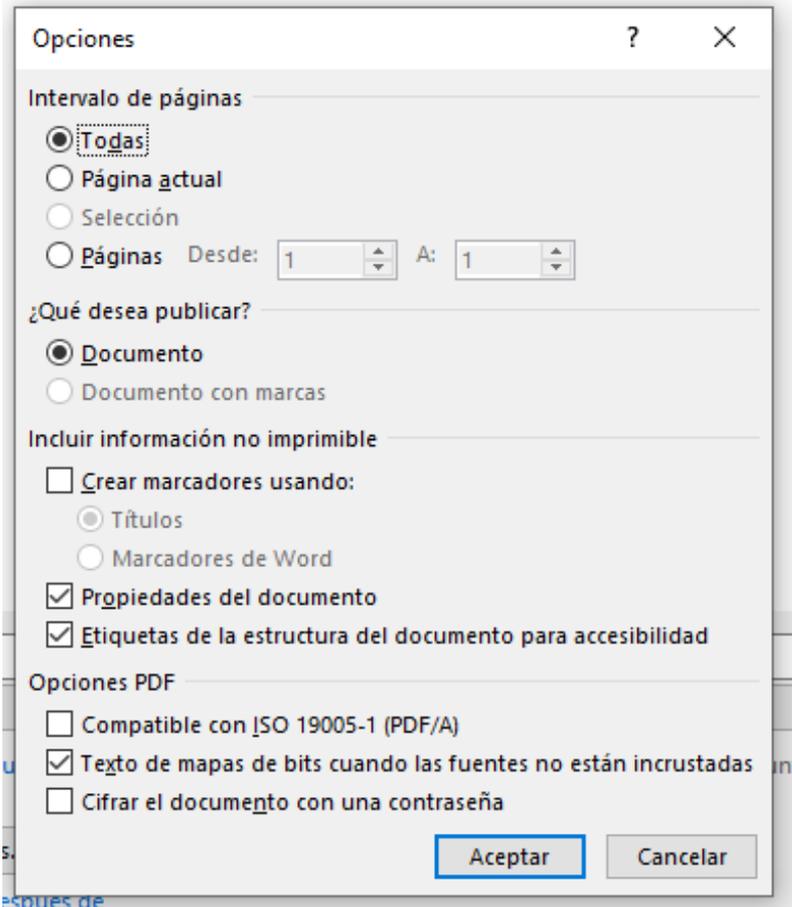
## 6. Add “alt text to images



How to describe the image?

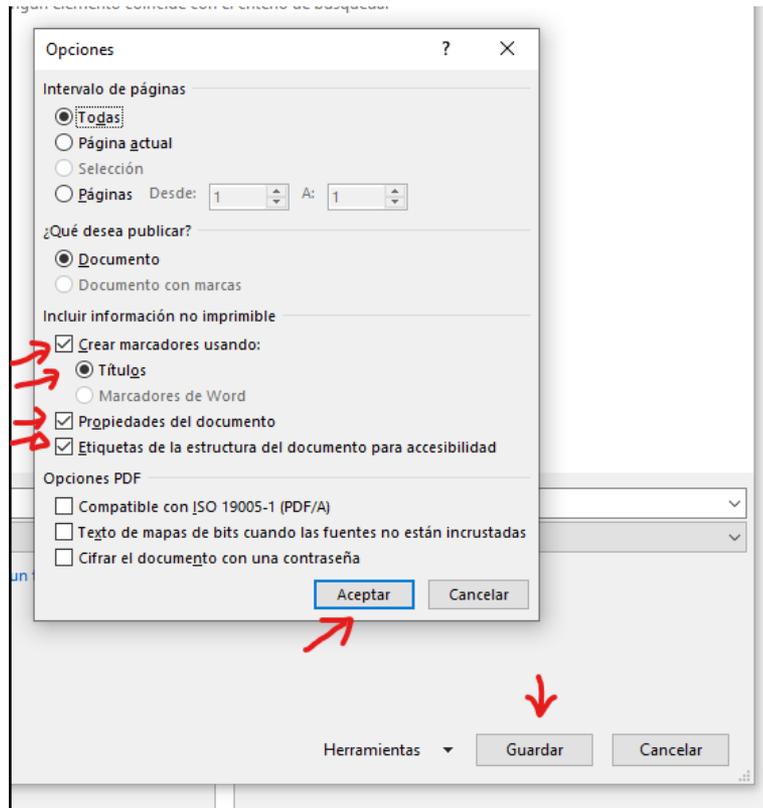
- Be concise
- Use meaningful keywords.
- Check for spelling errors.

# 7. Convert word to accessible pdf.



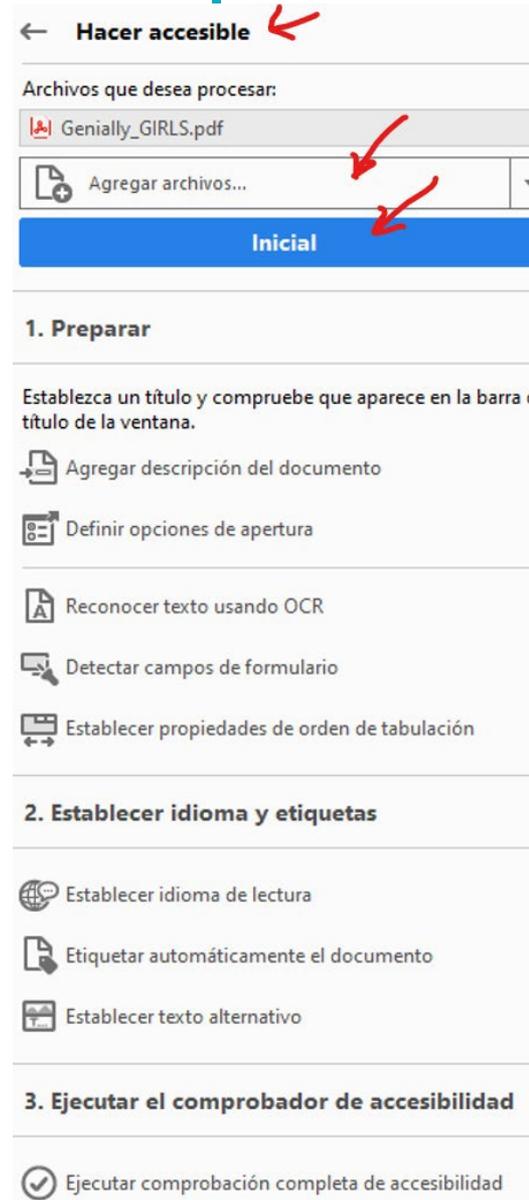
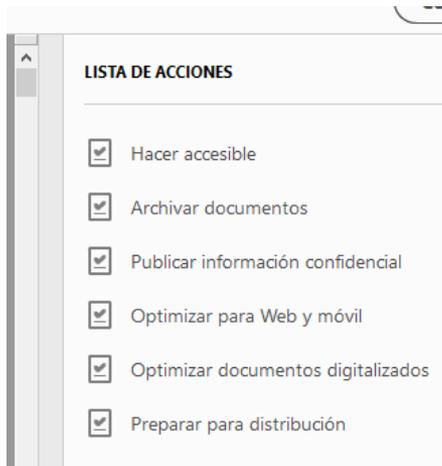
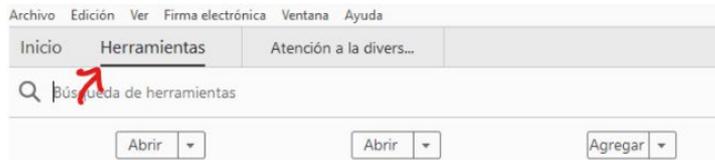
- 1 Save as, select pdf
2. more options, options
3. Create used bookmarks: a column will appear on the left with the index
4. Title
5. Document properties
6. Document structure tags for accessibility
7. Deselect (if active): bitmap text
8. Accept, Save

# 7. Convert word to accessible pdf.



- 1 Save as, select pdf
2. more options, options
3. Create used bookmarks: a column will appear on the left with the index
4. Title
5. Document properties
6. Document structure tags for accessibility
7. Deselect (if active): bitmap text
8. Accept, Save

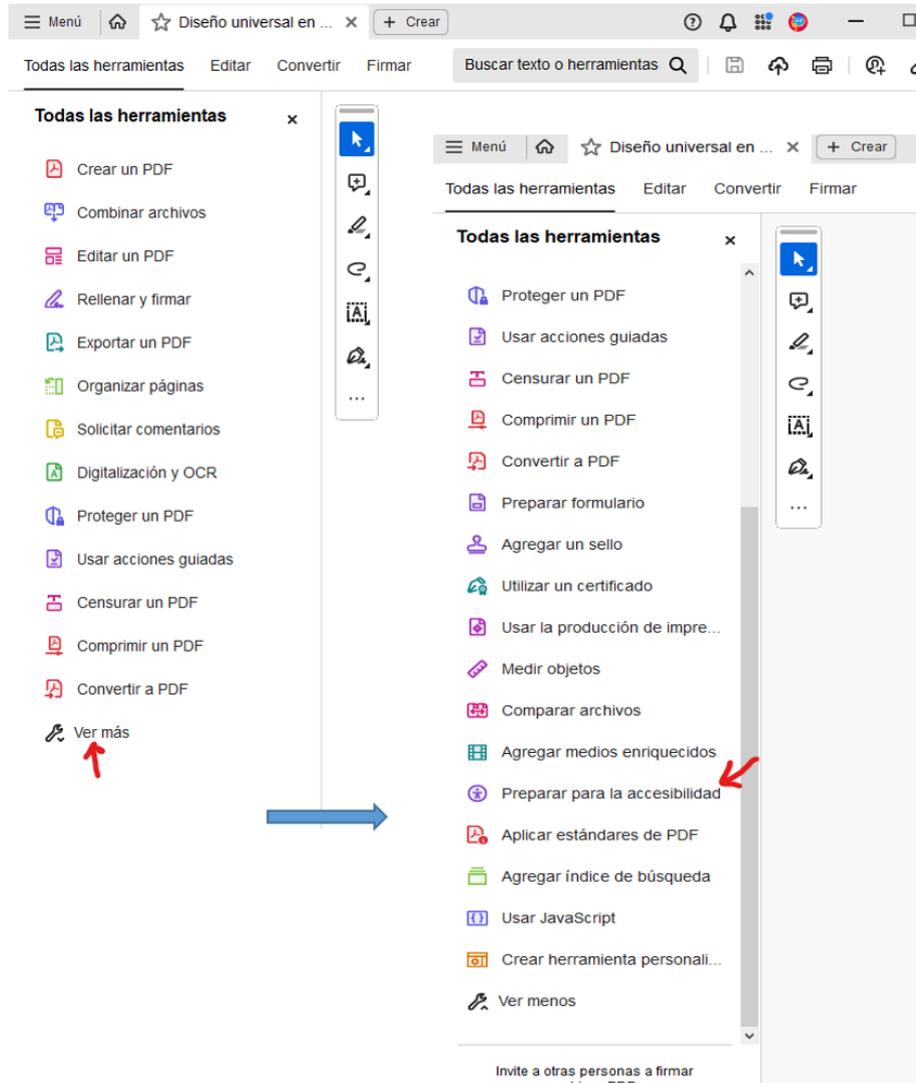
# 8. Create an accessible pdf:



1. Tools
2. Action List Dropdown
3. Make accessible



# 8. Create an accessible pdf:



The image shows two screenshots of the Adobe Acrobat Pro DC interface. The left screenshot shows the 'Todas las herramientas' (All Tools) panel with a red arrow pointing to the 'Ver más' (View more) option at the bottom. A blue arrow points from this option to the right screenshot. The right screenshot shows the expanded list of tools, with a red arrow pointing to the 'Preparar para la accesibilidad' (Prepare for accessibility) option.

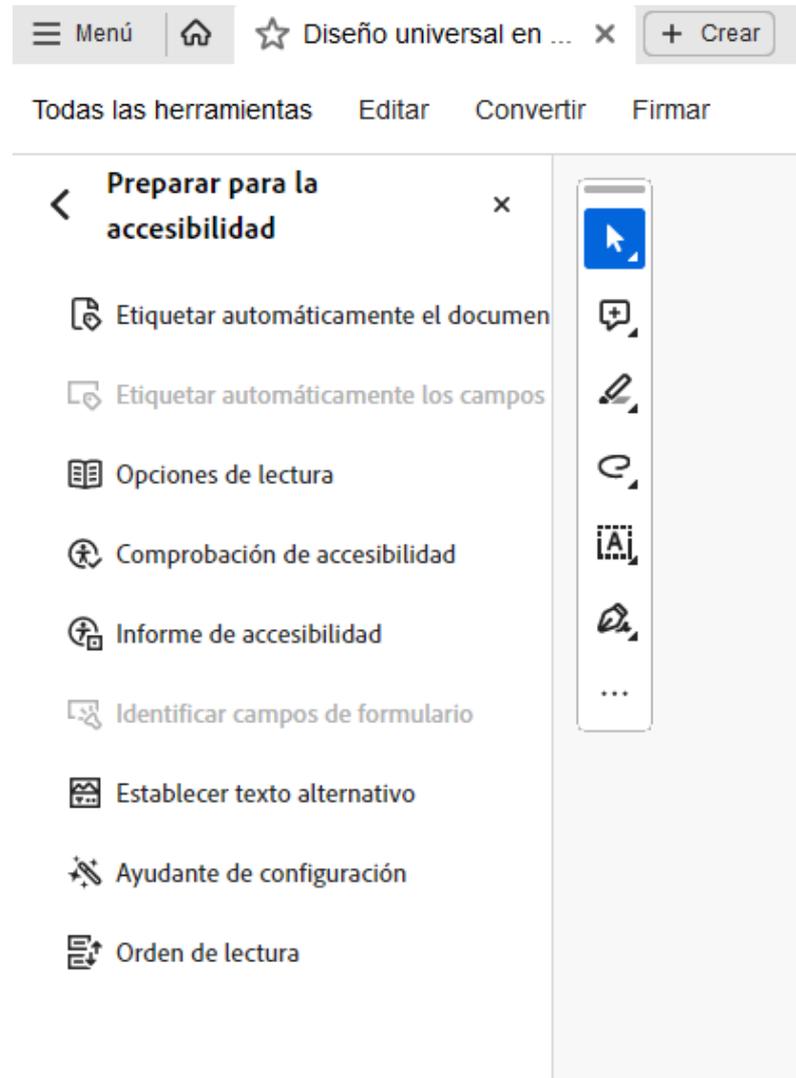
**Todas las herramientas**

- Crear un PDF
- Combinar archivos
- Editar un PDF
- Rellenar y firmar
- Exportar un PDF
- Organizar páginas
- Solicitar comentarios
- Digitalización y OCR
- Proteger un PDF
- Usar acciones guiadas
- Censurar un PDF
- Comprimir un PDF
- Convertir a PDF
- Ver más

**Todas las herramientas**

- Proteger un PDF
- Usar acciones guiadas
- Censurar un PDF
- Comprimir un PDF
- Convertir a PDF
- Preparar formulario
- Agregar un sello
- Utilizar un certificado
- Usar la producción de impre...
- Medir objetos
- Comparar archivos
- Agregar medios enriquecidos
- Preparar para la accesibilidad
- Aplicar estándares de PDF
- Agregar índice de búsqueda
- Usar JavaScript
- Crear herramienta personali...
- Ver menos

# 8. To prepare to accessibility pdf:



# 9. Videos accesibles:



← Subtítulos del canal



Tu vídeo

Tortilla de ximena

 Detalles

 Estadísticas

 Editor

 Comentarios

 Subtítulos 

 Derechos de autor

 Clips

← Subtítulos del canal



Tu vídeo

Tortilla de ximena

 Detalles

## Subtítulos del vídeo

Idioma

Subtítulos

Español (España) (idioma del vídeo)



Español (subtítulos automáticos)

Editar  
Publicados  
9 abr 2021 Automática

AÑADIR IDIOMA

<https://www.youtube.com/watch?v=fdvKcUHCILw>



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@girlseuproject  
<https://girlsproject.eu/>

# 9. Videos accesibles:



The screenshot shows the YouTube video subtitle editor interface. At the top, it says "Español (España)". Below that, there are options for "+ SUBTÍTULO" and "EDITAR COMO TEXTO". The main area contains a list of subtitle lines with their corresponding start and end times. The first line is "Vamos a aprender a reciclar botellas de plástico dándoles una segunda vida" with a start time of 0:00:00 and an end time of 0:01:24. The second line is empty with a start time of 0:01:24 and an end time of 0:03:24. A red arrow points to a checkbox labeled "Pausar mientras escribes" (Pause while writing), which is currently checked. The video player in the background shows a kitchen scene with a subtitle "Vamos a aprender a reciclar" and a progress bar at 0:00 / 4.

to incorporate text according to the time of the video



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THE GAME IS ON!

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