Portflow

Accessibility Conformance Report

International Edition

Based on **VPAT® Version 2.5 INTL**

(WCAG 2.2, Section 508 & EN 301 549)

15 January 2024 - Pieter J. Smits

Portflow Accessibility Conformance Report

Name of Product:	**Portflow**
Report Date:	**2024-01-15**
Product Description:	**The student-owned learning experience portfolio, synergized with your modern LMS**
Contact Information:	**Pieter J. Smits - Product Manager (pieter@drieam.nl)**
Notes:	**This report covers the accessibility of the entire Portflow application for all users. Not included in the scope of this report is the accessibility of the platforms (LMSes) Portflow is used inside of ([Canvas by Instructure](), [D2L Brightspace]() or [Moodle]()) nor are 3rd party integrations or user generated content.**
Evaluation Methods Used:	**Manual and automated testing by Drieam using accessibility and assistive technologies**
Applicable Standards/Guidelines:	**This report covers the degree of conformance/compliance for the following accessibility standard/guidelines:**

- [Web Content Accessibility Guidelines (WCAG) 2.2 Level A, AA and AAA]()
- [Revised Section 508 standards published January 18, 2017 and corrected January 22, 2018]()
- [EN 301 549 Accessibility requirements for ICT products and services – V3.2.1 (2021-03)]()

Terms

The terms used in the Conformance Level information are defined as follows:

- **Supports**: The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Partially Supports**: Some functionality of the product does not meet the criterion.
- **Does Not Support**: The majority of product functionality does not meet the criterion.
- **Not Applicable**: The criterion is not relevant to the product.

WCAG 2.x Report

Tables 1 and 2 also document conformance with:

- **EN 301 549**: Chapter 9 - Web, Sections 10.1-10.4 of Chapter 10 - Non-Web documents, and Sections 11.1-11.4 and 11.8.2 of Chapter 11 - Non-Web Software (open and closed functionality), and Sections 12.1.2 and 12.2.4 of Chapter 12 – Documentation
- **Revised Section 508**: Chapter 5 – 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 – 602.3 Electronic Support Documentation.

Note: When reporting on conformance with the WCAG 2.x Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the WCAG 2.0 Conformance Requirements.

Table 1: Success Criteria, Level A

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A) Also applies to: EN 301 549 Criteria • 9.1.1.1 (Web) • 10.1.1.1 (Non-web document) • 11.1.1.1.1 (Open Functionality Software) • 11.1.1.1.2 (Closed Functionality Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow has alternative texts in place for icons and images that describe their meaning, apart from decorative images. Icons that are used as buttons have a name that describes its purpose. Portflow provides text-based alternatives (tables) for graphs.
1.2.1 Audio-only and Video-only (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria • 9.1.2.1 (Web) • 10.1.2.1 (Non-web document) • 11.1.2.1.1 (Open Functionality Software) • 11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow provides subtitles as well as a full transcript for the introductory video. Portflow also facilitates users in adding transcripts or subtitles to embedded/uploaded video.
1.2.2 Captions (Prerecorded) (Level A)	Supports	Apart from the introductory video, described above,

Criteria	Conformance Level	Remarks and Explanations
Also applies to: EN 301 549 Criteria • 9.1.2.2 (Web) • 10.1.2.2 (Non-web document) • 11.1.2.2 (Open Functionality Software) • 11.1.2.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)		Portflow does not contain audio or video content. Portflow allows users to add captions to video or audio that they add to Portflow.
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria • 9.1.2.3 (Web) • 10.1.2.3 (Non-web document) • 11.1.2.3.1 (Open Functionality Software) • 11.1.2.3.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Apart from the introductory video, described above, Portflow does not contain audio or video content. Portflow allows users to add alternative media to video that they add to Portflow.
1.3.1 Info and Relationships (Level A) Also applies to: EN 301 549 Criteria • 9.1.3.1 (Web) • 10.1.3.1 (Non-web document)	Supports	Portflow's information, structure, and relationships can be programmatically determined or are available in text. Headings are sequential and together with ARIA landmarks are used to help convey presentation.

Criteria	Conformance Level	Remarks and Explanations
• 11.1.3.1.1 (Open Functionality Software) • 11.1.3.1.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)		Tables contain headings and captions. Form fields are equipped with labels.
1.3.2 Meaningful Sequence (Level A) Also applies to: EN 301 549 Criteria • 9.1.3.2 (Web) • 10.1.3.2 (Non-web document) • 11.1.3.2.1 (Open Functionality Software) • 11.1.3.2.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow maintains consistent structures allowing correct reading sequences to be programmatically determined.
1.3.3 Sensory Characteristics (Level A) Also applies to: EN 301 549 Criteria • 9.1.3.3 (Web) • 10.1.3.3 (Non-web document) • 11.1.3.3 (Open Functionality Software) • 11.1.3.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs)	Supports	Instructions for using Porflow do not rely on sensory characteristics such as shape, size, color, or location.

Criteria	Conformance Level	Remarks and Explanations
Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)		
1.4.1 Use of Color (Level A) Also applies to: EN 301 549 Criteria • 9.1.4.1 (Web) • 10.1.4.1 (Non-web document) • 11.1.4.1 (Open Functionality Software) • 11.1.4.1 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow does not convey information by color alone. Portflow employs underlined links in high-contrast mode (user or operating system enabled) for enhanced link identification.
1.4.2 Audio Control (Level A) Also applies to: EN 301 549 Criteria • 9.1.4.2 (Web) • 10.1.4.2 (Non-web document) • 11.1.4.2 (Open Functionality Software) • 11.1.4.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow does not contain audio content by default. Audio content is not played automatically, and users have full control of audio playback.

Criteria	Conformance Level	Remarks and Explanations

2.1.1 Keyboard (Level A)
Also applies to:
EN 301 549 Criteria
    • 9.2.1.1 (Web)
    • 10.2.1.1 (Non-web document)
    • 11.2.1.1.1 (Open Functionality Software)
    • 11.2.1.1.2 (Closed Software)
    • 11.8.2 (Authoring Tool)
    • 12.1.2 (Product Docs)
    • 12.2.4 (Support Docs)
Revised Section 508
    • 501 (Web)(Software)
    • 504.2 (Authoring Tool)
    • 602.3 (Support Docs)
	Supports	Portflow functionality is fully keyboard-operable, including providing alternative keyboard-optimized interfaces for some features.

2.1.2 No Keyboard Trap (Level A)
Also applies to:
EN 301 549 Criteria
    • 9.2.1.2 (Web)
    • 10.2.1.2 (Non-web document)
    • 11.2.1.2 (Open Functionality Software)
    • 11.2.1.2 (Closed Software)
    • 11.8.2 (Authoring Tool)
    • 12.1.2 (Product Docs)
    • 12.2.4 (Support Docs)
Revised Section 508
    • 501 (Web)(Software)
    • 504.2 (Authoring Tool)
    • 602.3 (Support Docs)
	Supports	Portflow does not trap focus when navigated by keyboard.

2.1.4 Character Key Shortcuts (Level A 2.1 and 2.2)
Also applies to:
EN 301 549 Criteria
    • 9.2.1.4 (Web)
    • 10.2.1.4 (Non-web document)
	Supports	Portflow does not use character or symbol key shortcut keys.

Criteria	Conformance Level	Remarks and Explanations
• 11.2.1.4.1 (Open Functionality Software) • 11.2.1.4.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply		
2.2.1 Timing Adjustable (Level A) Also applies to: EN 301 549 Criteria • 9.2.2.1 (Web) • 10.2.2.1 (Non-web document) • 11.2.2.1 (Open Functionality Software) • 11.2.2.1 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow does not time out interface elements or content by default.
2.2.2 Pause, Stop, Hide (Level A) Also applies to: EN 301 549 Criteria • 9.2.2.2 (Web) • 10.2.2.2 (Non-web document) • 11.2.2.2 (Open Functionality Software) • 11.2.2.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool)	Supports	Portflow does not include auto-updating content, nor does it contain blinking or scrolling content by default. Moving content (animations) are either shorter than 5 seconds or can be paused by the user.

Criteria	Conformance Level	Remarks and Explanations
• 602.3 (Support Docs)		
2.3.1 Three Flashes or Below Threshold (Level A) Also applies to: EN 301 549 Criteria • 9.2.3.1 (Web) • 10.2.3.1 (Non-web document) • 11.2.3.1 (Open Functionality Software) • 11.2.3.1 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow does not contain content that flashes more than three times in any one-second period by default.
2.4.1 Bypass Blocks (Level A) Also applies to: EN 301 549 Criteria • 9.2.4.1 (Web) • 10.2.4.1 (Non-web document) – Does not apply • 11.2.4.1 (Open Functionality Software) – Does not apply • 11.2.4.1 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs	Supports	Portflow offers skip to main content links, headings, and ARIA landmarks to help users avoid repetitive and non-essential content.
2.4.2 Page Titled (Level A) Also applies to: EN 301 549 Criteria	Supports	All Pages in Portflow have appropriate titles to describe

Criteria	Conformance Level	Remarks and Explanations
• 9.2.4.2 (Web) • 10.2.4.2 (Non-web document) • 11.2.4.2 (Open Functionality Software) - Does not apply • 11.2.4.2 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)		their purpose.
2.4.3 Focus Order (Level A) Also applies to: EN 301 549 Criteria • 9.2.4.3 (Web) • 10.2.4.3 (Non-web document) • 11.2.4.3 (Open Functionality Software) • 11.2.4.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Navigating Portflow by keyboard or screen reader occurs in consistent and logical sequence.
2.4.4 Link Purpose (In Context) (Level A) Also applies to: EN 301 549 Criteria • 9.2.4.4 (Web) • 10.2.4.4 (Non-web document) • 11.2.4.4 (Open Functionality Software) • 11.2.4.4 (Closed Software • 11.8.2 (Authoring Tool)	Supports	The purpose of each link in Portflow is clearly identified by its text, supplemented with labels when necessary.

Criteria	Conformance Level	Remarks and Explanations
12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)		
2.5.1 Pointer Gestures (Level A 2.1 and 2.2) Also applies to: EN 301 549 Criteria 9.2.5.1 (Web) 10.2.5.1 (Non-web document) 11.2.5.1 (Open Functionality Software) 11.2.5.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	Portflow does not require navigation by multipoint or path-based gestures. Keyboard navigated alternative is provided for drag-and-drop interactions.
2.5.2 Pointer Cancellation (Level A 2.1 and 2.2) Also applies to: EN 301 549 Criteria 9.2.5.2 (Web) 10.2.5.2 (Non-web document) 11.2.5.2 (Open Functionality Software) 11.2.5.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	No actions in Portflow are executed on mouse-down, and thus can be aborted by moving the mouse away from the button or target area before mouse-up.
2.5.3 Label in Name (Level A 2.1 and 2.2) Also applies to: EN 301 549 Criteria 9.2.5.3 (Web)	Supports	Portflow's visible and accessible labels match, and any controls that use icons or symbols are given consistent accessible labels.

Criteria	Conformance Level	Remarks and Explanations
• 10.2.5.3 (Non-web document) • 11.2.5.3.1 (Open Functionality Software) • 11.2.5.3.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply		
2.5.4 Motion Actuation (Level A 2.1 and 2.2) Also applies to: EN 301 549 Criteria • 9.2.5.4 (Web) • 10.2.5.4 (Non-web document) • 11.2.5.4 (Open Functionality Software) • 11.2.5.4 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	Portflow does not contain any motion operations.
3.1.1 Language of Page (Level A) Also applies to: EN 301 549 Criteria • 9.3.1.1 (Web) • 10.3.1.1 (Non-web document) • 11.3.1.1.1 (Open Functionality Software) • 11.3.1.1.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	All Portflow pages contain a defined language value.

Criteria	Conformance Level	Remarks and Explanations

3.2.1 On Focus (Level A)
Also applies to:
EN 301 549 Criteria
    • 9.3.2.1 (Web)
    • 10.3.2.1 (Non-web document)
    • 11.3.2.1 (Open Functionality Software)
    • 11.3.2.1 (Closed Software)
    • 11.8.2 (Authoring Tool)
    • 12.1.2 (Product Docs)
    • 12.2.4 (Support Docs)
Revised Section 508
    • 501 (Web)(Software)
    • 504.2 (Authoring Tool)
    • 602.3 (Support Docs)
	Supports	Moving focus when navigating Portflow never results in an action or change of context.

3.2.2 On Input (Level A)
Also applies to:
EN 301 549 Criteria
    • 9.3.2.2 (Web)
    • 10.3.2.2 (Non-web document)
    • 11.3.2.2 (Open Functionality Software)
    • 11.3.2.2 (Closed Software)
    • 11.8.2 (Authoring Tool)
    • 12.1.2 (Product Docs)
    • 12.2.4 (Support Docs)
Revised Section 508
    • 501 (Web)(Software)
    • 504.2 (Authoring Tool)
    • 602.3 (Support Docs)
	Supports	Modifying input fields in Portflow does not automatically initiate any action, navigation, or change of context.

3.2.6 Consistent help (Level A 2.2 only) EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply	Supports	The Portflow help option is consistently available in the same position in the top main navigation menu.

Criteria	Conformance Level	Remarks and Explanations

3.3.1 Error Identification (Level A)
Also applies to:
EN 301 549 Criteria
    • 9.3.3.1 (Web)
    • 10.3.3.1 (Non-web document)
    • 11.3.3.1.1 (Open Functionality Software)
    • 11.3.3.1.2 (Closed Software)
    • 11.8.2 (Authoring Tool)
    • 12.1.2 (Product Docs)
    • 12.2.4 (Support Docs)
Revised Section 508
    • 501 (Web)(Software)
    • 504.2 (Authoring Tool)
    • 602.3 (Support Docs)
	Supports	Forms in Portflow are validated and errors are properly identified and described to the user.

3.3.2 Labels or Instructions (Level A)
Also applies to:
EN 301 549 Criteria
    • 9.3.3.2 (Web)
    • 10.3.3.2 (Non-web document)
    • 11.3.3.2 (Open Functionality Software)
    • 11.3.3.2 (Closed Software)
    • 11.8.2 (Authoring Tool)
    • 12.1.2 (Product Docs)
    • 12.2.4 (Support Docs)
Revised Section 508
    • 501 (Web)(Software)
    • 504.2 (Authoring Tool)
    • 602.3 (Support Docs)
	Supports	All input fields contain clear labels and when needed additional instructions are provided.

3.3.7 Redundant Entry (Level A 2.2 only) EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply	Supports	There are no forms in which the user needs to enter information twice within the same session. Submitted data in forms can oftentimes be retrieved by the user.

Criteria	Conformance Level	Remarks and Explanations
4.1.1 Parsing (Level A 2.0 and 2.1 only) ([Obsolete from WCAG 2.2](#)) Also applies to: EN 301 549 Criteria • 9.4.1.1 (Web) • 10.4.1.1 (Non-web document) • 11.4.1.1.1 (Open Functionality Software) • 11.4.1.1.2 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	All Portflow pages are written and constructed in accordance with the HTML 5 specifications.
4.1.2 Name, Role, Value (Level A) Also applies to: EN 301 549 Criteria • 9.4.1.2 (Web) • 10.4.1.2 (Non-web document) • 11.4.1.2.1 (Open Functionality Software) • 11.4.1.2.2 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	The name and role of all user interface elements can be described through assistive technologies. Standard HTML and ARIA best practices are used.

Table 2: Success Criteria, Level AA

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA) Also applies to: EN 301 549 Criteria • 9.1.2.4 (Web) • 10.1.2.4 (Non-web document) • 11.1.2.4 (Open Functionality Software) • 11.1.2.4 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	Porflow does not contain nor support live audio or video.
1.2.5 Audio Description (Prerecorded) (Level AA) Also applies to: EN 301 549 Criteria • 9.1.2.5 (Web) • 10.1.2.5 (Non-web document) • 11.1.2.5 (Open Functionality Software) • 11.1.2.5 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow does not contain audio or video content, apart from the introduction video, which is accompanied by a full transcription. Portflow allows users to add alternative media to video that they add to Portflow.
1.3.4 Orientation (Level AA 2.1 and 2.2)	Supports	Portflow functions well on both landscape and portrait

Criteria	Conformance Level	Remarks and Explanations
Also applies to: EN 301 549 Criteria • 9.1.3.4 (Web) • 10.1.3.4 (Non-web document) • 11.1.3.4 (Open Functionality Software) • 11.1.3.4 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply		orientation and functionality is not restricted to either orientation.
1.3.5 Identify Input Purpose (Level AA 2.1 and 2.2) Also applies to: EN 301 549 Criteria • 9.1.3.5 (Web) • 10.1.3.5 (Non-web document) • 11.1.3.5.1 (Open Functionality Software) • 11.1.3.5.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	All input field purposes can be programmatically determined.
1.4.3 Contrast (Minimum) (Level AA) Also applies to: EN 301 549 Criteria • 9.1.4.3 (Web) • 10.1.4.3 (Non-web document) • 11.1.4.3 (Open Functionality Software) • 11.1.4.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software)	Supports	Portflow has a sufficient background to foreground contrast ratio in high-contrast mode (enabled by the user or based on the operating system setting) of at least 4.5:1.

Criteria	Conformance Level	Remarks and Explanations
• 504.2 (Authoring Tool) • 602.3 (Support Docs)		
1.4.4 Resize text (Level AA) Also applies to: EN 301 549 Criteria • 9.1.4.4 (Web) • 10.1.4.4 (Non-web document) • 11.1.4.4.1 (Open Functionality Software) • 11.1.4.4.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow text can be resized to 200 percent without loss of content or functionality.
1.4.5 Images of Text (Level AA) Also applies to: EN 301 549 Criteria • 9.1.4.5 (Web) • 10.1.4.5 (Non-web document) • 11.1.4.5.1 (Open Functionality Software) • 11.1.4.5.2 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow contains nearly no images of text. Images that do contain text are SVG-based and can be resized by the user.
1.4.10 Reflow (Level AA 2.1 and 2.2) Also applies to:	Supports	Portflow can be used at 400% zoom on nearly all pages

Criteria	Conformance Level	Remarks and Explanations
EN 301 549 Criteria • 9.1.4.10 (Web) • 10.1.4.10 (Non-web document) • 11.1.4.10 (Open Functionality Software) • 11.1.4.10 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply		without loss of content or function.
1.4.11 Non-text Contrast (Level AA 2.1 and 2.2) Also applies to: EN 301 549 Criteria • 9.1.4.11 (Web) • 10.1.4.11 (Non-web document) • 11.1.4.11 (Open Functionality Software) • 11.1.4.11 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	Graphical objects and UI components meet or exceed the minimum of 3:1 contrast ratio with adjacent colors in Portflow's high-contrast mode (enabled by the user or based on the operating system setting)
1.4.12 Text Spacing (Level AA 2.1 and 2.2) Also applies to: EN 301 549 Criteria • 9.1.4.12 (Web) • 10.1.4.12 (Non-web document) • 11.1.4.12 (Open Functionality Software) • 11.1.4.12 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	Portflow users can change text spacing without loss of content or functionality.
1.4.13 Content on Hover or Focus (Level AA 2.1 and 2.2)	Supports	Tooltips are hoverable and are generally placed above

Criteria	Conformance Level	Remarks and Explanations
Also applies to: EN 301 549 Criteria • 9.1.4.13 (Web) • 10.1.4.13 (Non-web document) • 11.1.4.13 (Open Functionality Software) • 11.1.4.13 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply		the concerning item, to allow for readability. Content of tooltips is read by screen readers.
2.4.5 Multiple Ways (Level AA) Also applies to: EN 301 549 Criteria • 9.2.4.5 (Web) • 10.2.4.5 (Non-web document) – Does not apply • 11.2.4.5 (Open Functionality Software) – Does not apply • 11.2.4.5 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs	Supports	Portflow pages can be navigated in multiple ways, following consistent layouts in global and page navigation. In addition, various pages contain search fields with ARIA search landmarks.
2.4.6 Headings and Labels (Level AA) Also applies to: EN 301 549 Criteria • 9.2.4.6 (Web) • 10.2.4.6 (Non-web document) • 11.2.4.6 (Open Functionality Software) • 11.2.4.6 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs)	Supports	Portflow pages contain a single H1 header describing the purpose of its content, and additional headers and labels always maintain logical structure.

Criteria	Conformance Level	Remarks and Explanations
• 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)		
2.4.7 Focus Visible (Level AA) Also applies to: EN 301 549 Criteria • 9.2.4.7 (Web) • 10.2.4.7 (Non-web document) • 11.2.4.7 (Open Functionality Software) • 11.2.4.7 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Focus is consistently visible throughout Portflow when navigated by keyboard.
2.4.11 Focus Not Obscured (minimum) (Level AA 2.2 only) EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply	Supports	Portflow does not contain obscuring elements that (partially) cover components that can receive keyboard focus.
2.5.7 Dragging Movements (Level AA 2.2 only) EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply	Supports	Whenever dragging interactions are offered in Portflow, keyboard alternatives are offered.
2.5.8 Target Size (Minimum) (Level AA 2.2 only) EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply	Supports	All clickable elements (targets) are at least 24 by 24 CSS pixels or have a radius of at least 24 CSS pixels that does not intersect other clickable items or their radii.

Criteria	Conformance Level	Remarks and Explanations
3.1.2 Language of Parts (Level AA) Also applies to: EN 301 549 Criteria ● 9.3.1.2 (Web) ● 10.3.1.2 (Non-web document) ● 11.3.1.2 (Open Functionality Software) – Does not apply ● 11.3.1.2 (Closed Software) – Does not apply ● 11.8.2 (Authoring Tool) ● 12.1.2 (Product Docs) ● 12.2.4 (Support Docs) Revised Section 508 ● 501 (Web)(Software) ● 504.2 (Authoring Tool) ● 602.3 (Support Docs)	Supports	Portflow is fully translated and available in English and Dutch. No pages contain content in multiple languages.
3.2.3 Consistent Navigation (Level AA) Also applies to: EN 301 549 Criteria ● 9.3.2.3 (Web) ● 10.3.2.3 (Non-web document) – Does not apply ● 11.3.2.3 (Open Functionality Software) – Does not apply ● 11.3.2.3 (Closed Software) – Does not apply ● 11.8.2 (Authoring Tool) ● 12.1.2 (Product Docs) ● 12.2.4 (Support Docs) Revised Section 508 ● 501 (Web)(Software) – Does not apply to non-web software ● 504.2 (Authoring Tool) ● 602.3 (Support Docs) – Does not apply to non-web docs	Supports	Portflow has consistent navigation patterns across all pages and content.
3.2.4 Consistent Identification (Level AA) Also applies to: EN 301 549 Criteria ● 9.3.2.4 (Web) ● 10.3.2.4 (Non-web document) – Does not apply	Supports	Portflow components are labeled, reused and behave consistently across the application.

Criteria	Conformance Level	Remarks and Explanations
• 11.3.2.4 (Open Functionality Software) – Does not apply • 11.3.2.4 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs		
3.3.3 Error Suggestion (Level AA) Also applies to: EN 301 549 Criteria • 9.3.3.3 (Web) • 10.3.3.3 (Non-web document) • 11.3.3.3 (Open Functionality Software) • 11.3.3.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	Portflow's error messages provide the user with needed information on how to resolve the error.
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) Also applies to: EN 301 549 Criteria • 9.3.3.4 (Web) • 10.3.3.4 (Non-web document) • 11.3.3.4 (Open Functionality Software) • 11.3.3.4 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs)	Supports	All deletion actions come with a clear warning that needs to be confirmed manually. Portflow does not process legal or financial data. Most non-legal actions can be reversed.

Criteria	Conformance Level	Remarks and Explanations
Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)		
3.3.8 Accessible Authentication (Minimum) (Level AA 2.2 only) EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply	Supports	Portflow relies on the authentication via the LMS for regular users. For external users, a two-factor authentication is employed that supports copying and pasting of the verification code.
4.1.3 Status Messages (Level AA 2.1 and 2.2) Also applies to: EN 301 549 Criteria • 9.4.1.3 (Web) • 10.4.1.3 (Non-web document) • 11.4.1.3 (Open Functionality Software) • 11.4.1.3 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	Portflow's 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.

Table 3: Success Criteria, Level AAA

Criteria	Conformance Level	Remarks and Explanations
1.2.6 Sign Language (Prerecorded) (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Not Applicable	Portflow does not contain time-based media. The introductory video does not contain any crucial information for being able to use Portflow.
1.2.7 Extended Audio Description (Prerecorded) (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Not Applicable	Portflow does not contain time-based media. The introductory video does not contain any crucial information for being able to use Portflow.
1.2.8 Media Alternative (Prerecorded) (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Not Applicable	Portflow does not contain time-based media. The introductory video does not contain any crucial information for being able to use Portflow.
1.2.9 Audio-only (Live) (Level AAA) EN 301 549 Criteria– Does not apply Revised Section 508 – Does not apply	Not Applicable	Portflow does not contain audio-only media.
1.3.6 Identify Purpose (Level AAA 2.1 and 2.2) EN 301 549 Criteria– Does not apply Revised Section 508 – Does not apply	Supports	All icons are labelled with a description of its functionality, and ARIA landmarks are used to mark different regions of a page.
1.4.6 Contrast (Enhanced) (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Partially Supports	The majority of texts have a contrast ratio in high-contrast mode (enabled by the user or based on the operating system setting) that meets or exceeds the minimum of at least 7:1. Exceptions are some smaller texts that serve as labels.
1.4.7 Low or No Background Audio (Level AAA)	Supports	Portflow does not use any background audio.

Criteria	Conformance Level	Remarks and Explanations
EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply		
1.4.8 Visual Presentation (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow is compatible with most popular browser extensions to allow users to set their choice of foreground/background colors and text spacing.
1.4.9 Images of Text (No Exception) (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow contains nearly no images of text. Images that do contain text are SVG-based and can be resized by the user.
2.1.3 Keyboard (No Exception) (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow functionality is fully keyboard-operable, including providing alternative keyboard-optimized interfaces for some features.
2.2.3 No Timing (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow does not contain content that requires timed interaction.
2.2.4 Interruptions (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow does not contain user flows that would yield interruptions for the end-user.
2.2.5 Re-authenticating (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow uses a session time limit that should not inhibit users that take longer than average for a task to complete and where reauthentication would result in loss of data. In cases, data entered in fields are submitted and saved during tasks.
2.2.6 Timeouts (Level AAA 2.1 and 2.2) EN 301 549 Criteria – Does not apply	Supports	Portflow uses a generous session time limit, that should not inhibit users that take longer than average

Criteria	Conformance Level	Remarks and Explanations
Revised Section 508 – Does not apply		for a task to complete and where reauthentication would result in loss of data. In cases, data entered in fields are submitted and saved during tasks.
2.3.2 Three Flashes (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow does not contain content that flashes more than three times in any one-second period by default.
2.3.3 Animation from Interactions (Level AAA 2.1 and 2.2) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Only essential animations are used in interactions, such as to indicate application loading.
2.4.8 Location (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow uses 'back to previous' buttons, layered modal windows and active navigation indicators to help users identify where they are in the application.
2.4.9 Link Purpose (Link Only) (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	All links have associated text and ARIA labels that are unique and contextual.
2.4.10 Section Headings (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Content and sections in a page are organized by a hierarchy of headings to enable screen reader users to meaningfully navigate and understand the content. Titles, headings, ARIA landmarks and labels are used to organize system content.
2.4.12 Focus Not Obscured (Enhanced) (Level AAA 2.2 only) EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply	Supports	Portflow does not contain obscuring elements that (partially) cover components that can receive keyboard focus.
2.4.13 Focus Appearance (Level AAA 2.2 only)	Supports	The keyboard focus indicator is of a sufficient size and

Criteria	Conformance Level	Remarks and Explanations
EN 301 549 Criteria - Does not apply Revised Section 508 - Does not apply		contrast ratio on all clickable components (targets).
2.5.5 Target Size (Level AAA 2.1 and 2.2) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Partially Supports	With some exceptions, most target sizes that are not in sentences or blocks of text have a target size of at least 44 × 44 CSS pixels.
2.5.6 Concurrent Input Mechanisms (Level AAA 2.1 and 2.2) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow content does not restrict use of input modalities.
3.1.3 Unusual Words (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow offers explanations or definitions of unusual words in accessible ways.
3.1.4 Abbreviations (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow avoids using abbreviations.
3.1.5 Reading Level (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Partially supports	Portflow's language is originally aimed at post-secondary education usage. However, in many places additional explanations are offered and text are kept simple.
3.1.6 Pronunciation (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow does not use words that are ambiguous and where the meaning is depending on their pronunciation.
3.2.5 Change on Request (Level AAA) EN 301 549 Criteria – Does not apply Revised Section 508 – Does not apply	Supports	Portflow does not change context or content without actions by the user.

Criteria	Conformance Level	Remarks and Explanations
3.3.5 Help (Level AAA) 　EN 301 549 Criteria – Does not apply 　Revised Section 508 – Does not apply	Supports	Portflow provides help and explanation texts on places in the interface where needed.
3.3.6 Error Prevention (All) (Level AAA) 　EN 301 549 Criteria – Does not apply 　Revised Section 508 – Does not apply	Supports	Portflow provides opportunities for users to correct or reverse submissions in most places, and requires users to review and/or confirm their submissions when reverting is not possible after submission.
3.3.9 Accessible Authentication (Enhanced) (Level AAA 2.2 only) 　EN 301 549 Criteria - Does not apply 　Revised Section 508 - Does not apply	Supports	Portflow relies on the authentication via the LMS for regular users. For external users, a two-factor authentication is employed that supports copying and pasting of the verification code.

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Chapter 3: Functional Performance Criteria (FPC)

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Supports	Portflow has been optimized to work well with screen readers.
302.2 With Limited Vision	Supports	Portflow supports screen magnification and browser-provided zoom functionality.
302.3 Without Perception of Color	Supports	Portflow does not require color perception for

Criteria	Conformance Level	Remarks and Explanations
		operation.
302.4 Without Hearing	Supports	Portflow does not use any audio for its default operation.
302.5 With Limited Hearing	Supports	Portflow does not use any audio for its default operation.
302.6 Without Speech	Supports	Portflow does not require speech for operation.
302.7 With Limited Manipulation	Supports	Portflow does not require fine motor control or simultaneous actions. It is accessible via keyboard and touch devices.
302.8 With Limited Reach and Strength	Supports	Portflow does not require fine motor control or simultaneous actions. It is accessible via keyboard and touch devices.
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports	Portflow supports adaptation of content by end users and provides an easy-to-use interface for users with cognitive or learning disabilities.

Chapter 4: Hardware

Notes: **This section is not applicable. Portflow does not include hardware.**

Chapter 5: Software

Notes: **This section is not applicable. Portflow is a web application and is not software.**

Chapter 6: Support Documentation and Services

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	Heading cell – no response required	
602 Support Documentation	Heading cell – no response required	
602.2 Accessibility and Compatibility Features	Partially Supports	All documentation regarding accessibility features is offered in this report and on drieam.com/portflow/accessibility.
602.3 Electronic Support Documentation	See WCAG 2.x section	See information in WCAG 2.x section
602.4 Alternate Formats for Non-Electronic Support Documentation	Not Applicable	Support documentation is offered electronically on drieam.freshdesk.com.
603 Support Services	Heading cell – no response required	
603.2 Information on Accessibility and Compatibility Features	Supports	Drieam / Portflow support can provide information and answer questions about the accessibility features of Portflow.
603.3 Accommodation of Communication Needs	Partially Supports	Drieam / Portflow support can accommodate support in various communication channels.

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Chapter [4: Functional Performance Statements](#) (FPS)

Criteria	Conformance Level	Remarks and Explanations
4.2.1 Usage without vision	Supports	Portflow has been optimized to work well with screen readers.
4.2.2 Usage with limited vision	Supports	Portflow supports screen magnification and browser-provided zoom functionality.
4.2.3 Usage without perception of colour	Supports	Portflow does not require color perception for operation.
4.2.4 Usage without hearing	Supports	Portflow does not use any audio for its default operation.
4.2.5 Usage with limited hearing	Supports	Portflow does not use any audio for its default operation.
4.2.6 Usage with no or limited vocal capability	Supports	Portflow does not require speech for operation.
4.2.7 Usage with limited manipulation or strength	Supports	Portflow does not require fine motor control or simultaneous actions. It is accessible via keyboard and touch devices.
4.2.8 Usage with limited reach	Supports	Portflow does not require fine motor control or simultaneous actions. It is accessible via keyboard and touch devices. It also offers error-tolerant routines and large target sizes.

Criteria	Conformance Level	Remarks and Explanations
4.2.9 Minimize photosensitive seizure triggers	Supports	Portflow does not include flashing content by default.
4.2.10 Usage with limited cognition, language, or learning	Supports	Portflow supports adaptation of content by end users and provides an easy-to-use interface for users with cognitive or learning disabilities.
4.2.11 Privacy	Supports	Privacy of all users is maintained at the same level according to GDPR regulations.

Chapter 5: Generic Requirements

Notes: **This section is not applicable because it is about Closed Functionality. No functionality in Portflow is closed such as to preclude users from adding peripherals or software to access it.**

Chapter 6: ICT with Two-Way Voice Communication

Notes: This section is not applicable. Portflow does not involve two-way voice communication.

Chapter 7: ICT with Video Capabilities

Notes: This section is not applicable. Portflow is not a video communication tool.

Chapter 8: Hardware

Notes: This section is not applicable. Portflow does not include hardware.

Chapter 9: Web

Notes: see WCAG 2.x section

Chapter 10: Non-Web Documents

Notes: This section is not applicable. Portflow is fully web-based.

Chapter 11: Software

Notes: **This section is not applicable. Portflow is a web application and is not software.**

Chapter 12: Documentation and Support Services

Criteria	Conformance Level	Remarks and Explanations
12.1 Product documentation	Heading cell – no response required	
12.1.1 Accessibility and Compatibility Features	Partially Supports	All documentation regarding accessibility features is offered in this report and on drieam.com/portflow/accessibility.
12.1.2 Accessible documentation	See WCAG 2.x section	See information in WCAG 2.x section
12.2 Support services	Heading cell – no response required	
12.2.2 Information on accessibility and compatibility features	Supports	Drieam / Portflow support can provide information and answer questions about the accessibility features of Portflow.

Criteria	Conformance Level	Remarks and Explanations
12.2.3 Effective communication	Partially Supports	Drieam / Portflow support can accommodate support in various communication channels.
12.2.4 Accessible documentation	See WCAG 2.x section	See information in WCAG 2.x section

Chapter 13: ICT Providing Relay or Emergency Service Access

Notes: **This section is not applicable. Portflow does not include relay or emergency service.**

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