

Quick(ish) Changes to Make your Course More Accessible



Session Resources

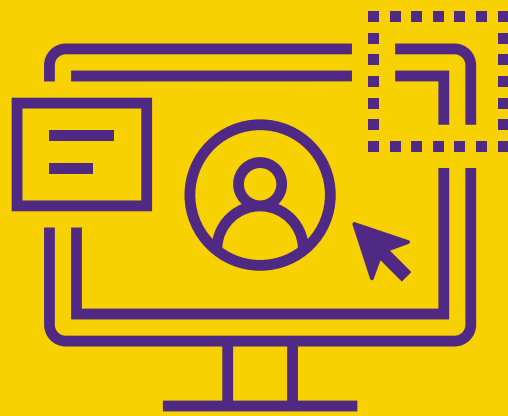
- Session will be recorded.
- Slide deck will be shared.
- Links to resources throughout presentation.
- [Book a consultation](#) with a CITL member!

Agenda



Accessibility

- Key ADA Changes
- YuJa Panorama
- Accessibility Process



Course Design & Navigation

- Quicklinks
- HTML Pages
- TnTech Template
- Master Courses



File Types & Naming Schemes

- Word/PowerPoint
- Built-in Accessibility Checkers
- Effective File Naming



Wrap-Up

- Resources
- Questions/Comments

Accessibility





**When you think of
accessibility, what is one
word that comes to mind?**

MS Polls

Key ADA Changes



Effective Date: April 24, 2026



All digital content must meet WCAG 2.1 Level AA standards.



Includes websites, mobile apps, documents (PDFs, Word, PowerPoints), multimedia content, and social media.

For more information, visit the [CITL Website](#).

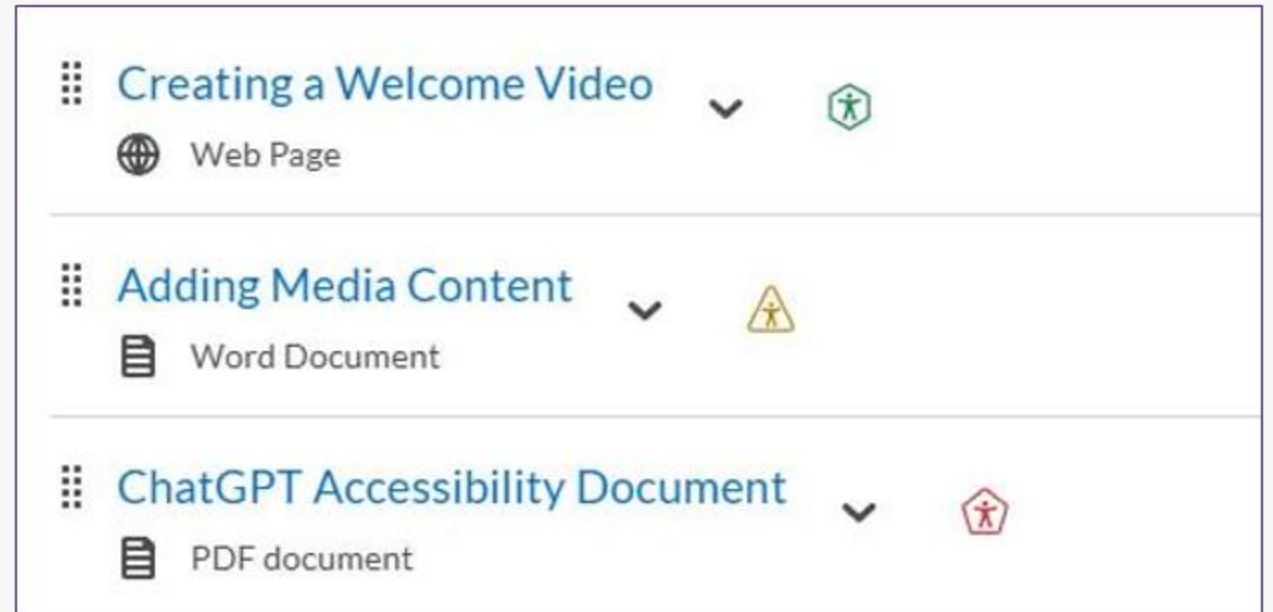
YuJa Panorama

YuJa Panorama is a digital accessibility platform integrated with D2L Brightspace.

- Helps create more accessible course content
- Provides students with alternative formats to view content

Learn more on the CITL Website

- [Educator Resources](#)
- [Student Resources](#)



YuJa Panorama is *one* tool to help with accessibility.

Supported Formats

- Web (HTML Pages)
- PowerPoint
- Word
- PDF
- Excel
- GIF

Unsupported Formats

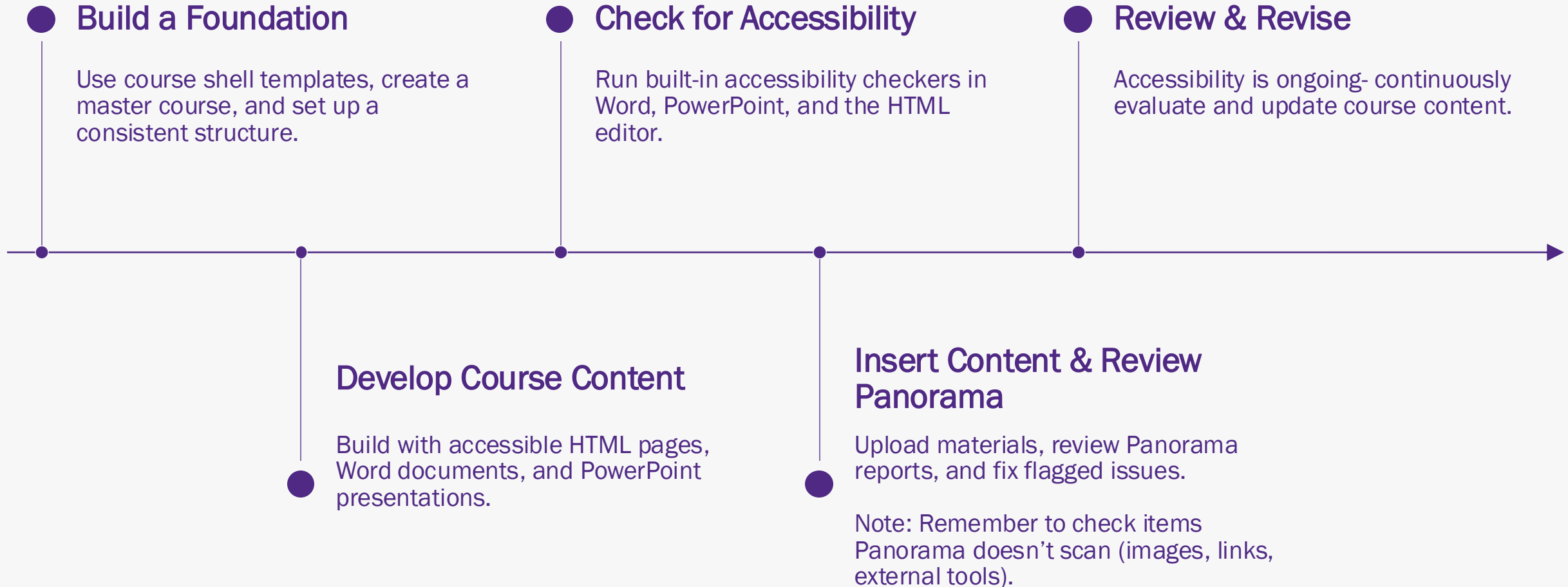
- Links
- External Learning Tools
 - YuJa Media
 - Online Textbooks
 - LTI Integrations
- Images
- Text Files
- Other



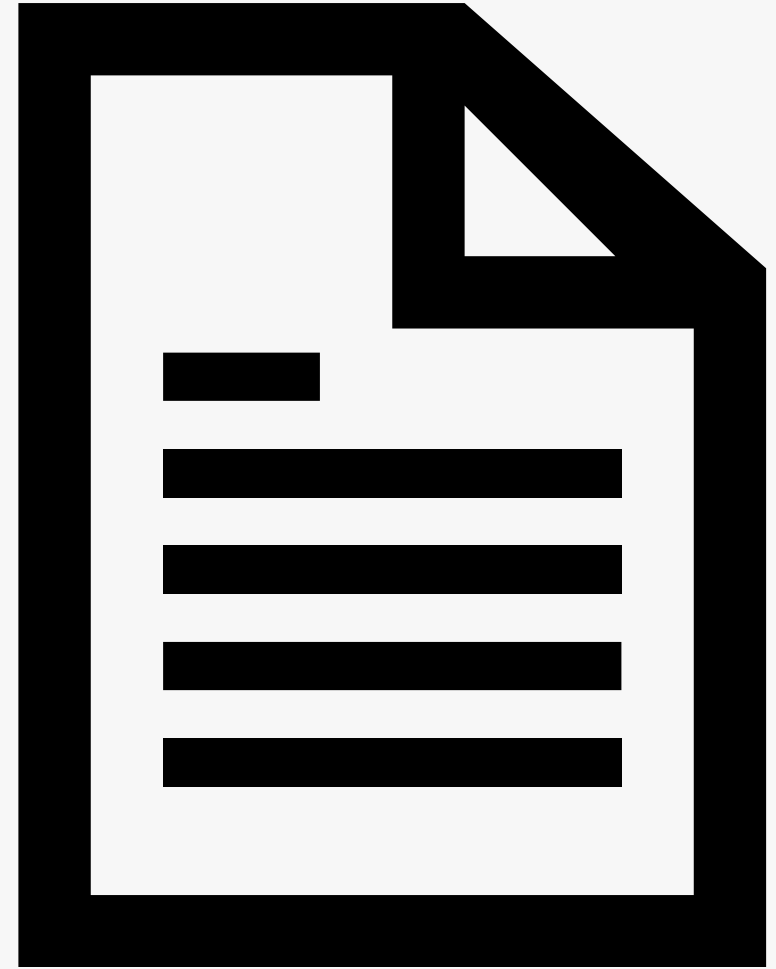
Green By Spring

All Spring 2026 courses must have a course report score of 70% with 0 Major or Severe issues and alt text for all images by **February 3, 2026**.

Accessibility Process



Course Design & Navigation





Which of the following have you implemented in your courses?

(Select all that apply)

- Quicklinks
- HTML Templates
- TnTech Course Shell Templates
- Master Courses
- None of the Above

MS Polls

Quicklinks

- Easy Navigation
- Reduces Confusion
- Enhances Course Organization
- Promotes Student Success

Introduction Videos due Friday!

Posted Sep 5, 2025 2:05 PM

Hello, Emma!

Reminder: Your Introduction Video assignment is due this Friday!

Introduction Videos due Friday!

Posted Sep 5, 2025 2:05 PM

Hello, Emma!

Reminder: Your Introduction Video assignment is due this Friday!

You can access the assignment dropbox by going to Assignments in the purple navbar, then clicking on the "Introduction Video" assignment.

Introduction Videos due Friday!


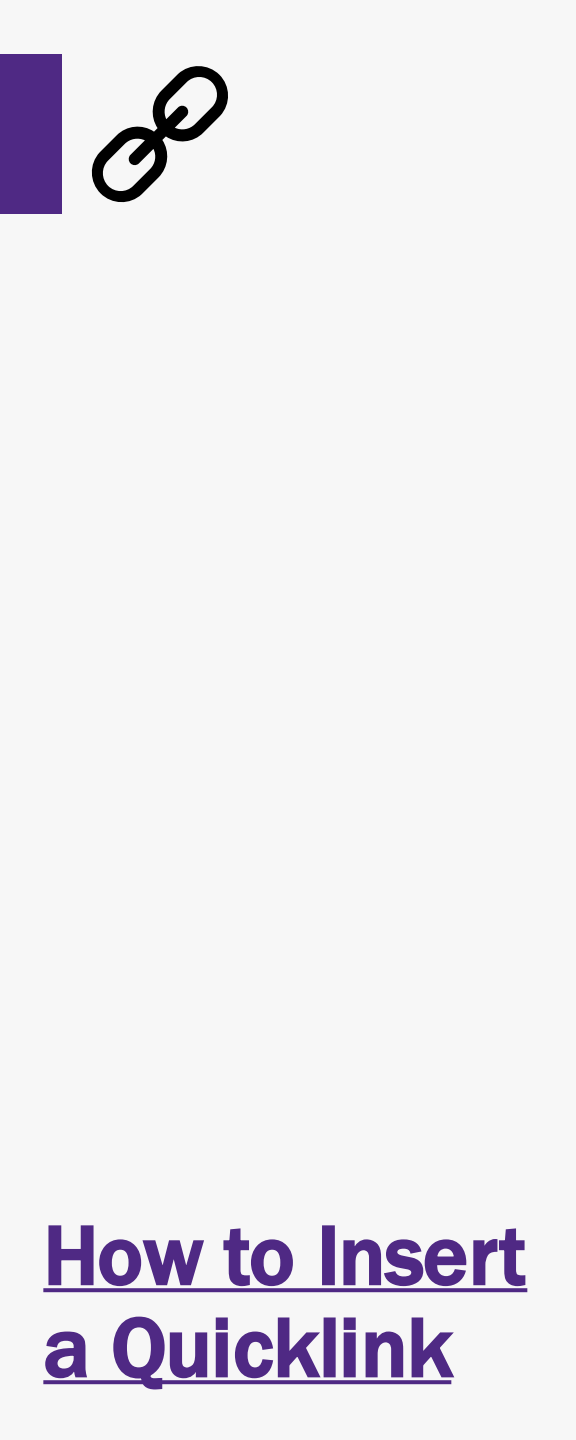
Posted Sep 5, 2025 2:05 PM

Hello, Emma!

Reminder: Your Introduction Video assignment is due this Friday!

Please submit to the [Introduction Video](#) drop-box by Friday at midnight.

Let me know if you have any questions.



How to Insert a Quicklink

CITL 1010-500: Online Course Design

Content
Assignments
Quizzes
Discussions
Grades
YuJa Media
Panorama
Course Tools ▾
Course Management ▾

Edit Announcement - Welcome to Class!

General

Headline *

☐ Display Author Information


Content *

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Hello, and welcome CITL 1010-001! I am Dr. Eagle, and I am truly excited to embark on this academic journey with each one of you. Brace yourselves for a semester filled with exploration, learning, and shared knowledge. To begin, start with Module 0: Welcome & Start Here. Let's make it a memorable and rewarding experience together! Remember to do Assignment 1. #WingsUp


Update Cancel
ion and restore it for those who dismissed it

HTML Pages

Why use HTML Pages?

- Accessibility
- Consistency & Branding
- Interactive
- Time Efficiency

Resources:

- [Creating HTML Pages](#)
- [Creator+ Elements](#)
- [Creator+ Practices](#)

Communication in Online Courses

In all modalities, students appreciate effective communication that keeps students informed and aware.

Select each item to learn more.

Share Expectations Early



Communicate Updates Consistently



Provide a weekly (via video note or written announcement/email if asynchronous) or beginning-of-class update (if in-person) regarding course materials, assignments, class meetings, etc

Provide Opportunities for Instructor-Student and Student-Student Communication



Open All Panels

Tools:



- iLearn: [Discussion](#), Record Audio, Record Video, Turnitin (to digitally grade submissions online), Yuja media (for screen recording)
- Other instructional technology tools: Teams

How to Insert HTML Pages

- Go to Content
- Select the Upload/Create Button
- Choose Create a File
- Click Select a Document Template
- Choose your preferred template

The screenshot displays the Blackboard LMS interface for a course titled 'CITL 1010-500: Online ...'. The user is logged in as 'Awesome Eagle'. The top navigation bar includes links for Content, Assignments, Quizzes, Discussions, YuJa Media, Grades, Course Tools, Resources, and More. The left sidebar shows a 'Search Topics' box and a list of course items: Course Syllabus, Bookmarks, Course Schedule, Table of Contents (44 items), Module 0: Start Here (11 items), Module 1: Introduction to Online Course Design (9 items), and Learning Materials (3 items). The main content area shows 'Module 1: Introduction to Online Course Design' with a 'Print' button and 'Settings' link. Below the title is a section for 'Add dates and restrictions...' and a large banner image for 'Module 1' featuring the Tennessee Tech logo. At the bottom, there are buttons for 'Upload / Create', 'Existing Activities', and 'Bulk Edit', along with 'Expand All' and 'Colla' links.

TnTech Course Shell Templates

Prebuilt Course Shell

- TnTech Branding
- HTML Templates Embedded
- Direct consultation from your college's instructional designer

[Request Now](#)

TnTech Shell Course Template
Center for Innovation in Teaching and Learning

Master Courses

Master Course

- Empty Course Shells
- No students enrolled
- Ability to copy components each semester

[Request Now](#)

Learn/D2L Master Course

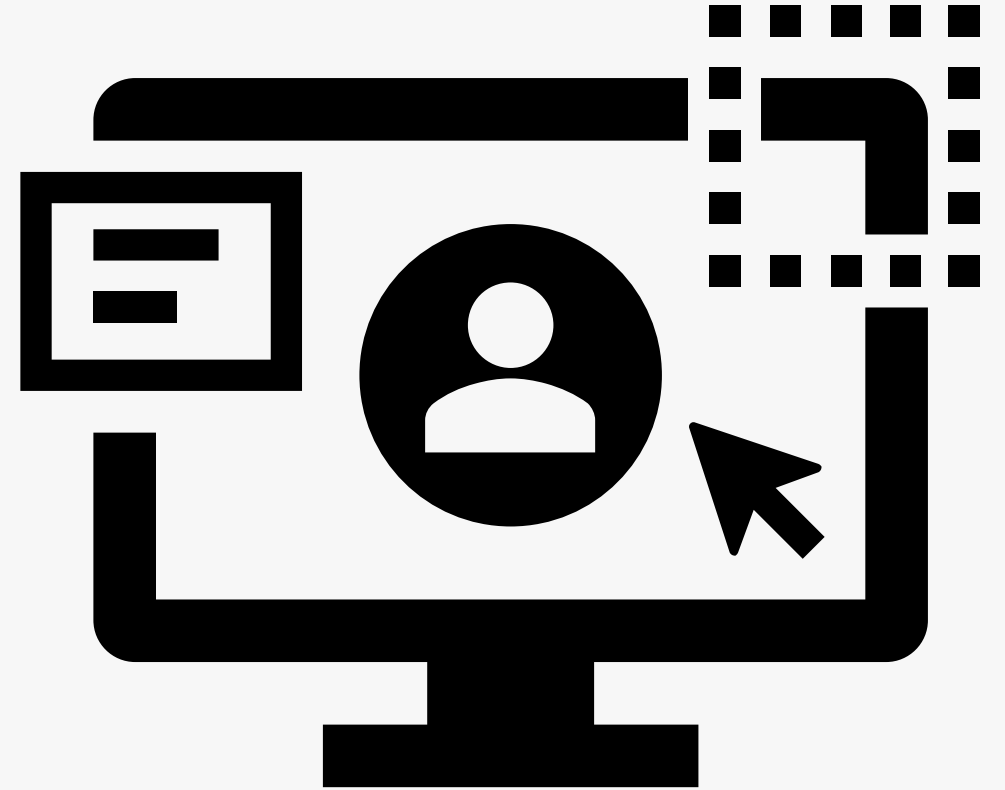
Center for Innovation in Teaching and Learning



What do you do to make your course easier to navigate?

Type your answer in the chat

File Types & Naming Schemes



Word/PowerPoint Accessibility Best Practices

Adding the original file to iLearn is more accessible (as opposed to converting to PDF)

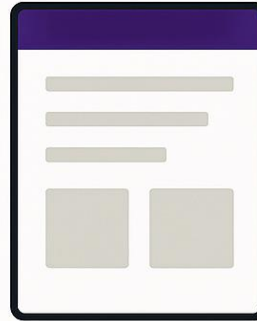
Things to Consider:

- Consistent Layout
- Heading Structures
- Color Contrast
- Alt Texts on Images

Resource:

[Document Accessibility](#)

ACCESSIBILITY



**CONSISTENT
LAYOUT**



**HEADING
STRUCTURES**



**COLOR
CONTRAST**



**ALT TEXT
ON IMAGES**

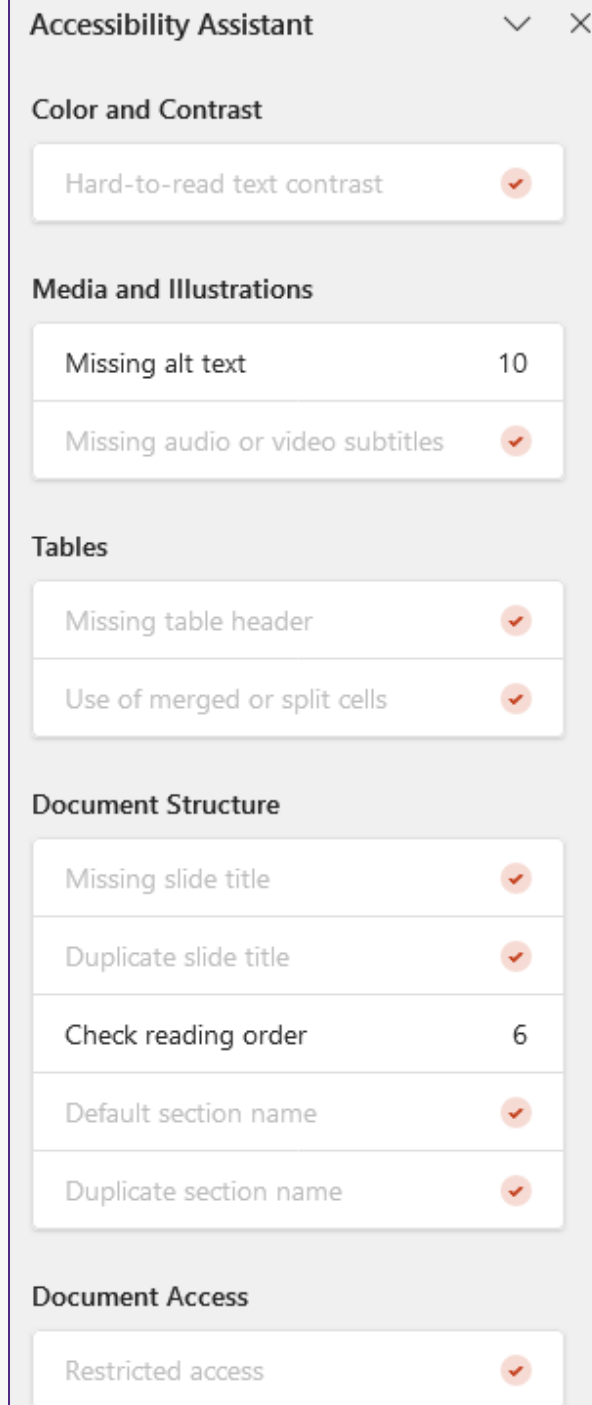
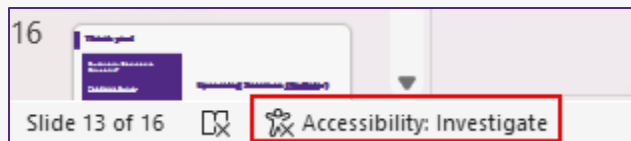
Created Using Copilot on 09/05/2025

Built-in Accessibility Checkers

- Use the built-in accessibility checkers in Word and PowerPoint before adding the file to iLearn.
- The app version is recommended over browser.
- Easy to navigate and fix.

Resources:

- [How To Use The Accessibility Checker In Word](#)
- [Make Your Powerpoint Presentations Accessible](#)



Effective File Naming



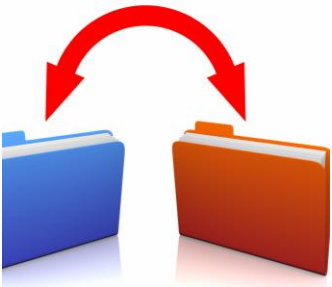
Benefits of Clear Naming

Consistent file names make navigation easier for everyone and improve the usefulness of Quicklinks. This saves time and reduces confusion.






What to Include


A good filename includes the course code and topic for context and identification.






Good vs. Bad Example


A file named 'BIO101_Chapter3_Enzymes.pdf' gives context, while 'Document1.pdf' does not and leads to confusion.

 **mitres_18_001_f17_ch02.pdf**  

 PDF document

Calculus by: Gilbert Strang (Chapter 2, pg. 90)

 **MATH1720_Ch2_Derivatives**  

 PDF document

Calculus by: Gilbert Strang (Chapter 2, pg. 90)

Wrap-Up





Previous Session Highlight

Accessibility in Course Design: Fixing Issues in Panorama

September 23, 2025

[CITL > Previous Workshops > Accessibility](#)

Thank you!

Questions, Comments,
Concerns?

[Feedback Survey](#)

[Book a Consultation](#)

Resources:

- [How to Insert a Quicklink](#)
- [Creating HTML Pages](#)
- [TnTech Course Shell Template](#)
- [Master Course Request](#)
- [Document Accessibility](#)
- [Accessibility Checker in Word/PowerPoint](#)

Upcoming Sessions ([Register](#))



Oct. 14 & 21:
Panorama and Accessibility Support



Oct. 28:
Reducing Student Ghosting:
Don't Be Spooked by AI