



RecordPoint Accessibility Conformance Report

WCAG Edition

(Based on VPAT® Version 2.4Rev)

Name of Product/Version: Records365/20221116.4

Report Date: 17 November 2022

Product Description: The RecordPoint Data Trust platform helps highly regulated organizations manage records and data throughout their lifecycle, regardless of system. The customizable platform is comprised of records management and data lineage tools that work together to give you full context of your data with audit trails from creation to disposal so that you can demonstrate compliance. RecordPoint's capabilities span six core areas, which are the essential building blocks for solid data governance - data inventory, data categorization, records management, data privacy, data minimization, and data migration.

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Notes: Records365 Interface is for Administration only, End users do all of their work in the connected Source systems, like M365. The expected User base in an organization is very small. RecordPoint is committed to providing WCAG 2.1 AA in this coming fiscal year.

Evaluation Methods Used: WCAG 2.1 using JAWS and NVDA accessibility tools

Applicable Standards/Guidelines

This report covers the degree of conformance for the following accessibility standard/guidelines:

Standard/Guideline	Included In Report
Web Content Accessibility Guidelines 2.0	Level A (No) Level AA (No) Level AAA (No)
Web Content Accessibility Guidelines 2.1	Level A (Yes) Level AA (Yes) Level AAA (Yes)

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.
- **Not Evaluated:** The product has not been evaluated against the criterion. This can be used only in WCAG 2.x Level AAA.

WCAG 2.x Report

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

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A)	Supports	
1.2.1 Audio-only and Video-only (Prerecorded) (Level A)	Supports	No audio, videos.
1.2.2 Captions (Prerecorded) (Level A)	Supports	No audio, videos.
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)	Supports	No audio, videos.
1.3.1 Info and Relationships (Level A)	Does Not Support	Insufficient HTML markup for all forms.
1.3.2 Meaningful Sequence (Level A)	Partially Supports	Order is not correct on maintoolbar.
1.3.3 Sensory Characteristics (Level A)	Partially Supports	Insufficient HTML markup. It is not clear where related fields/buttons are.
1.4.1 Use of Color (Level A)	Supports	Text used.
1.4.2 Audio Control (Level A)	Supports	No audio
2.1.1 Keyboard (Level A)	Partially Supports	Not all components are operable with just the keyboard eg dropdown list, some grids
2.1.2 No Keyboard Trap (Level A)	Partially Supports	Eg Dropdown list does not allow tab away
2.1.4 Character Key Shortcuts (Level A 2.1 only)	Supports	No shortcuts available
2.2.1 Timing Adjustable (Level A)	Supports	No timelimit
2.2.2 Pause, Stop, Hide (Level A)	Supports	N/A
2.3.1 Three Flashes or Below Threshold (Level A)	Supports	n/a
2.4.1 Bypass Blocks (Level A)	Does Not Support	Can't skip to main content area
2.4.2 Page Titled (Level A)	Does Not Support	Fixed product title
2.4.3 Focus Order (Level A)	Partially Supports	Eg Order is not correct in main toolbar
2.4.4 Link Purpose (In Context) (Level A)	Partially Supports	Most links have useful description, but some requires context of layout.
2.5.1 Pointer Gestures (Level A 2.1 only)	Supports	
2.5.2 Pointer Cancellation (Level A 2.1 only)	Supports	
2.5.3 Label in Name (Level A 2.1 only)	Does Not Support	Insufficient HTML markup.

Criteria	Conformance Level	Remarks and Explanations
2.5.4 Motion Actuation (Level A 2.1 only)	Does Not Support	
3.1.1 Language of Page (Level A)	Does Not Support	No HTML markup
3.2.1 On Focus (Level A)	Supports	
3.2.2 On Input (Level A)	Partially Supports	Eg. May switch to error page for unhandled errors.
3.3.1 Error Identification (Level A)	Partially Supports	Do not identify fields
3.3.2 Labels or Instructions (Level A)	Supports	
4.1.1 Parsing (Level A)	Supports	
4.1.2 Name, Role, Value (Level A)	Does Not Support	Insufficient HTML markup

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA)	Supports	No media
1.2.5 Audio Description (Prerecorded) (Level AA)	Supports	No media
1.3.4 Orientation (Level AA 2.1 only)	Supports	
1.3.5 Identify Input Purpose (Level AA 2.1 only)	Partially Supports	Insufficient HTML markup for some controls.
1.4.3 Contrast (Minimum) (Level AA)	Partially Supports	Navigation and some forms do not pass 4:5:1 contrast ratio
1.4.4 Resize text (Level AA)	Supports	
1.4.5 Images of Text (Level AA)	Supports	Only Product logo image has text
1.4.10 Reflow (Level AA 2.1 only)	Partially Supports	
1.4.11 Non-text Contrast (Level AA 2.1 only)	Does Not Support	Not enough visual information to identify buttons, etc
1.4.12 Text Spacing (Level AA 2.1 only)	Does Not Support	Not exactly as specified.
1.4.13 Content on Hover or Focus (Level AA 2.1 only)	Partially Supports	Eg drop down dismiss requires explicit click
2.4.5 Multiple Ways (Level AA)	Supports	
2.4.6 Headings and Labels (Level AA)	Supports	

Criteria	Conformance Level	Remarks and Explanations
2.4.7 Focus Visible (Level AA)	Partially Support	Eg no focus on accordion headers
3.1.2 Language of Parts (Level AA)	Does Not Support	No HTML markup
3.2.3 Consistent Navigation (Level AA)	Supports	
3.2.4 Consistent Identification (Level AA)	Partially Supports	Buttons are different
3.3.3 Error Suggestion (Level AA)	Partially Supports	Not always providing useful suggestions to remedy input errors.
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)	Partially Supports	Not able to cancel
4.1.3 Status Messages (Level AA 2.1 only)	Does Not Support	Insufficient HTML markup

Table 3: Success Criteria, Level AAA

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.6 Sign Language (Prerecorded) (Level AAA)	Supports	No media
1.2.7 Extended Audio Description (Prerecorded) (Level AAA)	Supports	No media
1.2.8 Media Alternative (Prerecorded) (Level AAA)	Supports	No media
1.2.9 Audio-only (Live) (Level AAA)	Supports	No media
1.3.6 Identify Purpose (Level AAA 2.1 only)	Partially Support	Insufficient HTML markup for some groups.
1.4.6 Contrast (Enhanced) (Level AAA)	Partially Support	Navigation fails, but most forms are okay
1.4.7 Low or No Background Audio (Level AAA)	Supports	No audio
1.4.8 Visual Presentation (Level AAA)	Partially Support	Not supported – line spacing, user can change colors, etc, but text is left-aligned.
1.4.9 Images of Text (No Exception) (Level AAA)	Supports	Only Product name is an image
2.1.3 Keyboard (No Exception) (Level AAA)	Supports	
2.2.3 No Timing (Level AAA)	Supports	n/a
2.2.4 Interruptions (Level AAA)	Supports	No interruptions
2.2.5 Re-authenticating (Level AAA)	Does Not Support	If authentication session expires, unsaved user activity will be lost.

Criteria	Conformance Level	Remarks and Explanations
2.2.6 Timeouts (Level AAA 2.1 only)	Does Not support	If timeout occurs, unsaved user activity will be lost.
2.3.2 Three Flashes (Level AAA)	Supports	n/a
2.3.3 Animation from Interactions (Level AAA 2.1 only)	Supports	n/a
2.4.8 Location (Level AAA)	Supports	
2.4.9 Link Purpose (Link Only) (Level AAA)	Partially Supports	Most links have descriptive text, but some relies on context of layout.
2.4.10 Section Headings (Level AAA)	Supports	
2.5.5 Target Size (Level AAA 2.1 only)	Partially Supports	Most buttons have a height < 44 CSS pixels.
2.5.6 Concurrent Input Mechanisms (Level AAA 2.1 only)	Supports	
3.1.3 Unusual Words (Level AAA)	Does Not Support	No definitions, but available elsewhere in online documentation but not linked to it.
3.1.4 Abbreviations (Level AAA)	Supports	n/a
3.1.5 Reading Level (Level AAA)	Partially Support	Product assumes domain knowledge.
3.1.6 Pronunciation (Level AAA)	Supports	n/a
3.2.5 Change on Request (Level AAA)	Partially Support	Navigate away for unhandled errors.
3.3.5 Help (Level AAA)	Does Not Support	No context-sensitive help available.
3.3.6 Error Prevention (All) (Level AAA)	Partially Supports	Server-side validation done on submit

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