Employee Center Pro Accessibility Conformance Report

International Edition

Based on VPAT® Version 2.4

Report Details

Field	Description	
Name of Product	ServiceNow® Employee Center Pro	
Version	Washington DC	
Report Date	April 4, 2024	
Product Description	Application that extends the standard Employee Center capabilities along with employee communication and engagement.	
Contact Information	accessibility@servicenow.com	
Notes	This product is a web-only application. The information contained in this report only applies to this release of this application.	
	Accessibility conformance details for other ServiceNow products are covered in separate reports. See <u>Accessibility Conformance Reports</u> on the Product Documentation site.	
	Any customization of this application or the Now Platform may have an impact on the specifics in this report.	
	This version of the report replaces the Utah Employee Center Pro version dated July 6, 2023.	



Evaluation Methods Used

- This application was evaluated using the most recent versions of multiple browsers (Chrome, Safari, and Edge Chromium).
- Assistive technologies used in this evaluation included NVDA, JAWS, VoiceOver, TalkBack, and ZoomText. Additionally, the keyboard was used exclusively to navigate and operate the product content and functionality.
- The evaluation process used a combination of independent 3rd party assessments and automated checks, as well as human testing/evaluation of specific workflows.

This Accessibility Conformance Report is based on known conformance issues related to Employee Center Pro. Other potential accessibility and usability issues may exist but are unknown at this time.

Applicable Standards/Guidelines

This report covers the degree of conformance to the following accessibility standards/guidelines:

Standard/Guideline	Included in Report
Web Content Accessibility Guidelines 2.0	Level A (Yes)
	Level AA (Yes)
	Level AAA (No)
Web Content Accessibility Guidelines 2.1	Level A (Yes)
	Level AA (Yes)
	Level AAA (No)
Revised Section 508 standards published January 18, 2017, and corrected January 22, 2018	(Yes)
EN 301 549 Accessibility requirements suitable for public procurement of ICT products and services in Europe, - V3.1.1 (2019-11)	(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 2.0 Level AAA.

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: Level A Success Criteria

Notes:

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)		Employee Center Pro
11.1.1.1.2 (Closed Functionality Software)	Supports	provides sufficient text alternatives for any instances
11.8.2 (Authoring Tool)		of non-text content.
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
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)	Not Applicable	
11.1.2.1.1 (Open Functionality Software)		Employee Center Pro does
11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software)		not contain prerecorded audio-only or video-only
11.8.2 (Authoring Tool)		media.
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.2.2 Captions (Prerecorded) (Level A) 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)	Not Applicable	Employee Center Pro does not contain prerecorded synchronized media.



Criteria	Conformance Level	Remarks and Explanations
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)	Not Applicable	Employee Center Pro does not contain prerecorded video content that would require audio description or
11.8.2 (Authoring Tool) 12.1.2 (Product Docs)		a media alternative.
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		





Criteria	Conformance Level	Remarks and Explanations
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	Content in Employee Center Pro is presented in a meaningful sequence.



Criteria	Conformance Level	Remarks and Explanations
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) Revised Section 508 501 (Web) (Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Supports	Instructions in Employee Center Pro do not rely solely on sensory characteristics.



Criteria	Conformance Level	Remarks and Explanations
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	Employee Center Pro site content and functionality do not convey information through color alone.



Criteria	Conformance Level	Remarks and Explanations
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)	Not Applicable	Employee Center Pro does not contain audio that plays automatically.



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	Employee Center Pro functionality can be accessed and operated using a keyboard.



Criteria	Conformance Level	Remarks and Explanations
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	Employee Center Pro does not include any known keyboard traps.
2.1.4 Character Key Shortcuts (Level A 2.1 only) Also applies to: EN 301 549 Criteria 9.2.1.4 (Web) 10.2.1.4 (Non-web document) 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	Supports	Employee Center Pro does not use any single-key shortcuts, other than those restricted to a focused component.



Criteria	Conformance Level	Remarks and Explanations
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)		Employee Center Pro allows
11.2.2.1 (Closed Software)	Supports	users to extend the session
11.8.2 (Authoring Tool)		timeout as required.
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		





Criteria	Conformance Level	Remarks and Explanations
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)	Not Applicable	Employee Center Pro does not contain any flashing or strobing content.





Criteria	Conformance Level	Remarks and Explanations
2.4.2 Page Titled (Level A) Also applies to:		
EN 301 549 Criteria		
9.2.4.2 (Web)		
10.2.4.2 (Non-web document)		
11.2.4.2 (Open Functionality Software) - Does not apply	Supports	
11.2.4.2 (Closed Software) – Does not apply		Pages in Employee Center Pro have appropriate page
11.8.2 (Authoring Tool)		titles.
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
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	Components in Employee Center Pro receive focus in a meaningful order.



Criteria	Conformance Level	Remarks and Explanations
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) 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 purpose of each link in Employee Center Pro can be determined from the link text alone or from the programmatic context of the link.
2.5.1 Pointer Gestures (Level A 2.1 only) 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	Not Applicable	In Employee Center Pro, there is no functionality that uses multipoint or pathbased gestures to operate.



Criteria	Conformance Level	Remarks and Explanations
2.5.2 Pointer Cancellation (Level A 2.1 only) 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)	Supports	In Employee Center Pro, the down-event of the pointer is not used to execute any
11.2.5.2 (Closed Software)		part of the function.
11.8.2 (Authoring Tool)		
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		
2.5.3 Label in Name (Level A 2.1 only)		
Also applies to:		
EN 301 549 Criteria		
9.2.5.3 (Web)		
10.2.5.3 (Non-web document)		Visual labels of components
11.2.5.3.1 (Open Functionality Software)	Supports	within Employee Center Pro match the text associated with the programmatic
11.2.5.3.2 (Closed Software)		names.
11.8.2 (Authoring Tool)		
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		



Criteria	Conformance Level	Remarks and Explanations
2.5.4 Motion Actuation (Level A 2.1 only) 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	Not Applicable	In Employee Center Pro, there is no functionality that can be operated by device motion or user motion.
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	The default language of each page in Employee Center Pro is identified using the LANG attribute in the HTML element.



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	Components in Employee Center Pro do not initiate a change of context when in focus.



Criteria	Conformance Level	Remarks and Explanations
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	In Employee Center Pro, changes in context do not occur automatically on user input.



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)		Where errors are automatically detected in Employee Center Pro, the
11.3.3.1.2 (Closed Software)	Supports	error is identified and an
11.8.2 (Authoring Tool)		error message is provided as
12.1.2 (Product Docs)		text.
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
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	A label is provided for each of Employee Center Pro's input fields.



Criteria	Conformance Level	Remarks and Explanations
4.1.1 Parsing (Level A) 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	Employee Center Pro webpages use semantically correct markup for all interface elements and have complete start and end tags.



Criteria	Conformance Level	Remarks and Explanations
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)		User interface components in Employee Center Pro
11.4.1.2.2 (Closed Software) – Not required	Supports	provide programmatic name, role, and/or state
11.8.2 (Authoring Tool)		information.
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Table 2: Level AA Success Criteria

Notes:

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	Employee Center Pro does not contain live synchronized media.



Criteria	Conformance Level	Remarks and Explanations
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)	Not Applicable	Employee Center Pro does not contain prerecorded video content that would require audio description.
1.3.4 Orientation (Level AA 2.1 only) 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	Supports	Employee Center Pro does not contain fixed orientation for page displays.



Criteria	Conformance Level	Remarks and Explanations
1.3.5 Identify Input Purpose (Level AA 2.1 only) 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	In Employee Center Pro, the purpose of each specifically identified input field collecting information about the user 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) 504.2 (Authoring Tool) 602.3 (Support Docs)	Supports	Text in Employee Center Pro meets minimum contrast requirements, including the text color on hover and focus states.



Criteria	Conformance Level	Remarks and Explanations
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	Employee Center Pro supports standard zoom capabilities built into modern web browsers and operating systems. Content can be increased up to 200 percent without loss of content or functionality.



Criteria	Conformance Level	Remarks and Explanations
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	Employee Center Pro uses text instead of images of text.



Criteria	Conformance Level	Remarks and Explanations
1.4.10 Reflow (Level AA 2.1 only) Also applies to: 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	Partially Supports	Employee Center Pro content reflows at different screen widths without loss of information or functionality, and without requiring scrolling in two dimensions, with the following exceptions: Pages that use the record list result UI require 2-dimensional scrolling. Pages that use the record UI require 2- dimensional scrolling. The favorites page requires 2-dimensional scrolling.
1.4.11 Non-text Contrast (Level AA 2.1 only) 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	Components in Employee Center Pro meet minimum contrast requirements, including the text color on hover and focus states.



Criteria	Conformance Level	Remarks and Explanations
1.4.12 Text Spacing (Level AA 2.1 only) 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	Employee Center Pro allows text style adjustments to meet the minimum thresholds for text spacing.
1.4.13 Content on Hover or Focus (Level AA 2.1 only) 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	Supports	Employee Center Pro allows hover content to be manually dismissed.



Criteria	Conformance Level	Remarks and Explanations
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	Employee Center Pro provides more than one way of finding content, including a navigation bar, and search.





Criteria	Conformance Level	Remarks and Explanations
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	Focusable elements in Employee Center Pro have a visible keyboard focus indicator.



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		Within Employee Center Pro default webpages, the
11.3.1.2 (Closed Software) – Does not apply	Supports	language of each portion of the page is
11.8.2 (Authoring Tool)		programmatically determinable.
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
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	Supports	Employee Center Pro provides consistent and repeatable navigation.
11.8.2 (Authoring Tool)		repeatable flavigation.
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		



Criteria	Conformance Level	Remarks and Explanations
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 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	Supports	Components that have the same functionality within Employee Center Pro are identified consistently.



Criteria	Conformance Level	Remarks and Explanations
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)		When an error is
11.3.3.3 (Open Functionality Software)		automatically detected within a native data entry
11.3.3.3 (Closed Software)	Supports	form in Employee Center Pro, the resulting error
11.8.2 (Authoring Tool)		message provides
12.1.2 (Product Docs)		suggestions for correction.
12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)		
Also applies to:		
EN 301 549 Criteria		
9.3.3.4 (Web)		No former within Englished
10.3.3.4 (Non-web document)		No forms within Employee Center Pro submit actions
11.3.3.4 (Open Functionality Software)		that cause legal commitments or financial
11.3.3.4 (Closed Software)	Supports	transactions to occur, nor do
11.8.2 (Authoring Tool)		any forms submit actions that modify or delete user-
12.1.2 (Product Docs)		controllable data in the data
12.2.4 (Support Docs)		storage system.
Revised Section 508		
501 (Web)(Software)		
504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
4.1.3 Status Messages (Level AA 2.1 only)		
Also applies to:		
EN 301 549 Criteria		
9.4.1.3 (Web)		In Employee Center Pro,
10.4.1.3 (Non-web document)	Supports	status messages can be
11.4.1.3 (Open Functionality Software)		programmatically determined through roles or properties so that they can
11.4.1.3 (Closed Software) – Does not apply		be presented to the user by assistive technologies
11.8.2 (Authoring Tool)		without receiving focus.
12.1.2 (Product Docs)		
12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		

Table 3: Level AAA Success Criteria

Notes: Not Evaluated

Revised Section 508 Report



Chapter 3: Functional Performance Criteria (FPC)

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Supports	Employee Center Pro is functional to screen reading technology.
302.2 With Limited Vision	Supports	Employee Center Pro supports text and screen enlargement.
302.3 Without Perception of Color	Supports	There is nothing within Employee Center Pro where color alone is being used to convey information.
302.4 Without Hearing	Supports	There is nothing within Employee Center Pro that explicitly requires hearing.
302.5 With Limited Hearing	Supports	There is nothing within Employee Center Pro that explicitly requires hearing.
302.6 Without Speech	Supports	There is nothing within Employee Center Pro that explicitly requires speech.
302.7 With Limited Manipulation	Supports	Features and functions within Employee Center Pro can be manipulated via the keyboard.
302.8 With Limited Reach and Strength	Supports	Features and functions within Employee Center Pro can be manipulated via the keyboard.



Criteria	Conformance Level	Remarks and Explanations
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports	Employee Center Pro uses standard terms, which are understandable by users with limited language, cognitive, or learning abilities.

Chapter 4: <u>Hardware</u>

Notes: Not Applicable

Chapter 5: <u>Software</u>

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.
502 Interoperability with Assistive Technology	Heading cell – no response required	Does not apply to a web-only application.
503 Applications	Heading cell – no response required	Does not apply to a web-only application.
504 Authoring Tools	Heading cell – no response required	Heading cell – no response required
504.2 Content Creation or Editing (if not authoring tool, enter "not applicable")	Not Applicable	See information in <u>WCAG 2.x</u> section.
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	Not Applicable	Employee Center Pro is not an authoring tool.



Criteria	Conformance Level	Remarks and Explanations
504.2.2 PDF Export	Not Applicable	Employee Center Pro is not an authoring tool.
504.3 Prompts	Not Applicable	Employee Center Pro is not an authoring tool.
504.4 Templates	Not Applicable	Employee Center Pro is not an authoring tool.

Chapter 6: Support Documentation and Services

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	Heading cell – no response required	Heading cell – no response required
602 Support Documentation	Heading cell – no response required	Heading cell – no response required
602.2 Accessibility and Compatibility Features Not Applicable		This report covers accessibility conformance for Employee Center Pro and does not address Support Documentation or Support Services.
	Not Applicable	For Product Documentation accessibility conformance, see the Product Documentation site ACR on the Accessibility <u>Conformance Reports</u> page of the Product Documentation site.



Criteria	Conformance Level	Remarks and Explanations
602.3 Electronic Support Documentation	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.
602.4 Alternate Formats for Non-Electronic Support Documentation	Not Applicable	This report covers accessibility conformance for Employee Center Pro only and does not address Support Documentation or Support Services.
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Not Applicable	This report covers accessibility conformance for Employee Center Pro only and does not address Support Documentation or Support Services.
603.3 Accommodation of Communication Needs	Not Applicable	This report covers accessibility conformance for Employee Center Pro only and does not address Support Documentation or Support Services.

EN 301 549 Report



Notes:

Chapter 4: Functional Performance Statements (FPS)

Criteria	Conformance Level	Remarks and Explanations
4.2.1 Usage without vision	Supports	Employee Center Pro is functional to screen reading technology.
4.2.2 Usage with limited vision	Partially Supports	With some minor exceptions noted above, Employee Center Pro supports text and screen enlargement.
4.2.3 Usage without perception of color	Supports	There is nothing within Employee Center Pro where color alone is being used to convey information.
4.2.4 Usage without hearing	Supports	There is nothing within Employee Center Pro that explicitly requires hearing.
4.2.5 Usage with limited hearing	Supports	There is nothing within Employee Center Pro that explicitly requires hearing.
4.2.6 Usage with no or limited vocal capability	Supports	There is nothing within Employee Center Pro that explicitly requires speech.



Criteria	Conformance Level	Remarks and Explanations
4.2.7 Usage with limited manipulation or strength	Partially Supports	Features and functions within Employee Center Pro can be manipulated via the keyboard. Or There is some functionality within Employee Center Pro that cannot be manipulated via the keyboard.
4.2.8 Usage with limited reach	Supports	Features and functions within Employee Center Pro can be manipulated via the keyboard.
4.2.9 Minimize photosensitive seizure triggers	Supports	There is nothing within Employee Center Pro that would act as a photosensitive seizure trigger.
4.2.10 Usage with limited cognition, language, or learning	Supports	Employee Center Pro uses standard terms, which are understandable by users with limited language, cognitive, or learning abilities.
4.2.11 Privacy	Supports	Employee Center Pro has systems in place to protect the privacy of individual users.

Chapter 5: Generic Requirements

Notes: Not Applicable – There is no closed functionality in Employee Center Pro.

Chapter 6: ICT with Two-Way Voice Communication

Notes: Not Applicable

Chapter 7: ICT with Video Capabilities

Notes: Not Applicable



Chapter 8: <u>Hardware</u>

Notes: Not Applicable

Chapter 9: Web (See WCAG 2.x section)

Notes:

Chapter 10: Non-Web Software

Notes: Not Applicable

Chapter 11: <u>Software</u>

Notes:

Criteria	Conformance Level	Remarks and Explanations
11.0 General (informative)	Heading cell – no response required	Heading cell – no response required
11.1.1.1 through 11.4.1.3	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.
11.5 Interoperability with assistive technology	Heading cell – no response required	Heading cell – no response required
11.5.1 Closed functionality	Heading cell – no response required	Heading cell – no response required
11.5.2 Accessibility services	Heading cell – no response required	Heading cell – no response required
11.5.2.1 Platform accessibility service support for software that provides a user interface	See 11.5.2.5 through 11.5.2.17	See information in 11.5.2.5 through 11.5.2.17.
11.5.2.2 Platform accessibility service support for assistive technologies	See 11.5.2.5 through 11.5.2.17	See information in 11.5.2.5 through 11.5.2.17.

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Criteria	Conformance Level	Remarks and Explanations
11.5.2.3 Use of accessibility services	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.4 Assistive technology	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.5 Object information	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.6 Row, column, and headers	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.7 Values	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.8 Label relationships	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.9 Parent-child relationships	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.10 Text	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.11 List of available actions	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.12 Execution of available actions	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.



Criteria	Conformance Level	Remarks and Explanations
11.5.2.13 Tracking of focus and selection attributes	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.14 Modification of focus and selection attributes	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.15 Change notification	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.16 Modifications of states and properties	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.5.2.17 Modifications of values and text	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.6 Documented accessibility usage	Heading cell – no response required	Heading cell – no response required
11.6.1 User control of accessibility features	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.6.2 No disruption of accessibility features	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.7 User preferences	Not Applicable	Employee Center Pro is a web- based application that relies on user-agent functionality.
11.8 Authoring tools	Heading cell – no response required	Heading cell – no response required
11.8.1 Content technology	Heading cell – no response required	Heading cell – no response required



Criteria	Conformance Level	Remarks and Explanations
11.8.2 Accessible content creation	Not Applicable	See information in <u>WCAG 2.x</u> section.
11.8.3 Preservation of accessibility information in transformations	Not Applicable	Employee Center Pro is not an authoring tool.
11.8.4 Repair assistance	Not Applicable	Employee Center Pro is not an authoring tool.
11.8.5 Templates	Not Applicable	Employee Center Pro is not an authoring tool.

Chapter 12: <u>Documentation and Support Services</u>

Criteria	Conformance Level	Remarks and Explanations
12.1 Product documentation	Heading cell – no response required	Heading cell – no response required
		This report covers accessibility conformance for Employee Center Pro only and does not address Documentation or Support Services.
12.1.1 Accessibility and compatibility features	Not Applicable	For Product Documentation accessibility conformance, see the Product Documentation site ACR on the <u>Accessibility</u> <u>Conformance Reports</u> page of the Product Documentation site.
12.1.2 Accessible documentation	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.



Criteria	Conformance Level	Remarks and Explanations
12.2 Support Services	Heading cell – no response required	Heading cell – no response required
12.2.2 Information on accessibility and compatibility features	Not Applicable	This report covers accessibility conformance for Employee Center Pro only and does not address Documentation or Support Services.
12.2.3 Effective communication	Not Applicable	This report covers accessibility conformance for Employee Center Pro only and does not address Documentation or Support Services.
12.2.4 Accessible documentation	See WCAG 2.x section	See information in WCAG 2.x section.

Chapter 13: <u>ICT Providing Relay or Emergency Service</u> <u>Access</u>

Notes: Not Applicable



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