

ITSM Incident Management for Service Operation Workspace Accessibility Conformance Report

International Edition

Based on VPAT® Version 2.4

Report Details

Field	Description
Name of Product	ServiceNow® ITSM Incident Management for Service Operation Workspace (SOW)
Version	Washington DC
Report Date	February 1, 2024
Product Description	Manage your incidents effectively with contextual information and targeted actions.
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 Accessibility Conformance Reports on the Product Documentation site.
	Any customization of this application or the Now Platform may have an impact on the specifics in this report.



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, and VoiceOver, as well as exclusive use of the keyboard 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 ITSM Incident Management for SOW. 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) 11.1.1.1.2 (Closed Functionality Software) 11.8.2 (Authoring Tool)	Supports	ITSM Incident Management for SOW provides sufficient text alternatives for any instances 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)		
11.1.2.1.1 (Open Functionality Software)		ITSM Incident Management for SOW does not contain
• 11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software)	Not Applicable	prerecorded audio-only or video-only media.
• 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)		



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)	Not Applicable	ITSM Incident Management for SOW does not contain prerecorded synchronized 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
1.2.3 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)		ITSM Incident Management
• 11.1.2.3.1 (Open Functionality Software)	Not Applicable	for SOW does not contain prerecorded video content
• 11.1.2.3.2 (Closed Software)	Noi Applicable	that would require audio description or a media alternative.
11.8.2 (Authoring Tool)		allemative.
• 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
1.3.1 Info and Relationships (Level A) Also applies to: EN 301 549 Criteria 9.1.3.1 (Web) 10.1.3.1 (Non-web document) 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)	Partially Supports	Visual structure and relationship information for ITSM Incident Management for SOW are provided through object information or are available in text, with the following exception: • List counter numbers lack context in their labels.



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)		Content in ITSM Incident Management for SOW is
• 11.1.3.2.2 (Closed Software)	Supports	presented in a meaningful sequence.
• 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)		



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)	Supports	Instructions in ITSM Incident Management for SOW do
• 11.1.3.3 (Closed Software)	3000013	not rely solely on sensory characteristics.
11.8.2 (Authoring Tool)		Characteristics.
• 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
1.4.1 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) 11.4.1 (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)	Partially Supports	ITSM Incident Management for SOW site content and functionality do not convey information through color alone, with the following exception: • Color is the only indicator of an error in forms.



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)	Not Applicable	ITSM Incident Management for SOW 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)	Partially Supports	ITSM Incident Management for SOW functionality can be accessed and operated using a keyboard, with the following exception: Users that use Dragon speech input software are unable to interact with all components.



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)	Supports	ITSM Incident Management for SOW does not include
• 11.2.1.2 (Closed Software)		keyboard traps.
• 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)		





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)	Supports	
11.2.2.1 (Open Functionality Software)		ITSM Incident Management for SOW allows users to
• 11.2.2.1 (Closed Software)		extend the session timeout
• 11.8.2 (Authoring Tool)		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
2.2.2 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) 602.3 (Support Docs)	Not Applicable	ITSM Incident Management for SOW does not include elements that move, blink, scroll, or auto-update.



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)	Not Amplionale	ITSM Incident Management for SOW does not contain
• 11.2.3.1 (Closed Software)	Not Applicable	any flashing or strobing content.
• 11.8.2 (Authoring Tool)		Comem.
• 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
 2.4.1 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	Pages in ITSM Incident Management for SOW use HTML5 landmark regions, which will allow screen readers to meet this requirement.



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 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)	Supports	Pages in ITSM Incident Management for SOW have appropriate page titles.



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)	Partially Supports	Components in ITSM Incident Management for SOW receive focus in a meaningful order, with the following exceptions:
 10.2.4.3 (Web) 10.2.4.3 (Non-web document) 		Users can't navigate to the email toolbar.
11.2.4.3 (Open Functionality Software)		Focus does not start at the top of the page when a record opens.
 11.2.4.3 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 		Dynamic menu content is not adjacent to the triggering component in focus order.
 12.2.4 (Support Docs) Revised Section 508 501 (Web) (Software) 		The Next button receives focus before incident grid cards.
504.2 (Authoring Tool)602.3 (Support Docs)		There is a forward focus loop within the overview incidents section.



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)	Partially Supports	The purpose of each link in ITSM Incident Management for SOW can be determined from the link text alone or from the programmatic context of the link, with the following exception: • Many treeview items have shared names.



Criteria	Conformance Level	Remarks and Explanations
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 ITSM Incident Management for SOW, there is no functionality that uses multipoint or path-based gestures to operate.
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) • 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	In ITSM Incident Management for SOW, the down-event of the pointer is not used to execute any part of the function.



Criteria	Conformance Level	Remarks and Explanations
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 within ITSM Incident
• 11.2.5.3.1 (Open Functionality Software)	Supports	Management for SOW match the text associated
• 11.2.5.3.2 (Closed Software)		with the programmatic 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 ITSM Incident Management for SOW, there is no functionality that can be operated by device motion or user motion.



Criteria	Conformance Level	Remarks and Explanations
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)		The default language of each page in ITSM Incident Management for SOW is
• 11.3.1.1.2 (Closed Software)	Supports	identified using the LANG attribute in the HTML
• 11.8.2 (Authoring Tool)		element.
• 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
3.2.1 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)	Partially Supports	Components in ITSM Incident Management for SOW do not initiate a change of context when in focus, with the following exception: • Subtabs become selected upon 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 ITSM Incident Management for SOW, 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 ITSM Incident Management
• 11.3.3.1.2 (Closed Software)	Supports	for SOW, the error is identified and an error
• 11.8.2 (Authoring Tool)		message is provided as text.
• 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
3.3.2 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)	Partially Supports	A label is provided for each of ITSM Incident Management for SOW's input fields, with the following exception: • Elements don't have popup instructions. • Placeholder text is used as the only visual label for some fields.





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) 11.4.1.2.2 (Closed Software) – Not required 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web) (Software)	Partially Supports	User interface components in ITSM Incident Management for SOW provide programmatic name, role, and/or state information, with the following exceptions: Pie segments receive focus but have no labels described. Resolution code dropdown items are not read by the screen reader when focused. Screen reader does not read the item receiving focus in the edit list modal.
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	ITSM Incident Management for SOW 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)	Not Applicable	ITSM Incident Management for SOW does not contain prerecorded video content
• 11.1.2.5 (Closed Software)	Noi Applicable	that would require audio
11.8.2 (Authoring Tool)		description.
• 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
1.3.4 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)	Not Applicable	ITSM Incident Management for SOW does not contain fixed orientation for page displays.
Revised Section 508 – Does not apply		



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)		Los ITCA A los esteles est
10.1.3.5 (Non-web document)	Supports	In ITSM Incident Management for SOW, the purpose of each specifically
• 11.1.3.5.1 (Open Functionality Software)		identified input field collecting information about
• 11.1.3.5.2 (Closed Software)		the user can be programmatically determined.
• 11.8.2 (Authoring Tool)		determined.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		



Criteria	Conformance Level	Remarks and Explanations
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)		Text in ITSM Incident
• 11.1.4.3 (Open Functionality Software)	Supports	Management for SOW meets minimum contrast
• 11.1.4.3 (Closed Software)	3000013	requirements, including the text color on hover and
• 11.8.2 (Authoring Tool)		focus states.
• 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
1.4.5 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)	Supports	ITSM Incident Management for SOW 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)		ITSM Incident Management for SOW content reflows at
• 11.1.4.10 (Open Functionality Software)	Supports	different screen widths without loss of information or functionality, and without
• 11.1.4.10 (Closed Software)		requiring scrolling in two dimensions.
• 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
1.4.11 Non-text Contrast (Level AA 2.1 only)		
Also applies to:		
EN 301 549 Criteria		Components in ITSM Incident
• 9.1.4.11 (Web)		Management for SOW meet minimum contrast
• 10.1.4.11 (Non-web document)		requirements, including the text color on hover and
11.1.4.11 (Open Functionality Software)	Partially Supports	focus states, with the following exception:
• 11.1.4.11 (Closed Software)		Many UI elements don't meet the minimum
• 11.8.2 (Authoring Tool)		color contrast ratio requirement.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		



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	ITSM Incident Management for SOW allows text style adjustments to meet the minimum thresholds for text spacing.



Criteria	Conformance Level	Remarks and Explanations
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)		ITSM Incident Management
• 11.1.4.13 (Open Functionality Software)	Supports	for SOW allows hover content to be manually
• 11.1.4.13 (Closed Software)		dismissed.
• 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
 2.4.5 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	ITSM Incident Management for SOW provides more than one way of finding content, including a navigation bar, and search.



Criteria	Conformance Level	Remarks and Explanations
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) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web) (Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Partially Supports	ITSM Incident Management for SOW uses meaningful semantic headings to label content blocks. Form input labels are associated with their inputs and provide a useful label to those inputs, with the following exceptions: • Filter buttons all share the same name on the same page. • Search for record button names are not unique. • Pie chart more option buttons share the same name on the same page. • View toggle button sets share the same accessibility labels. • Some labels on forms are incomplete. • Collapse button labeled as search button.





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	Supports	Within ITSM Incident Management for SOW default webpages, the language of each portion of
 11.3.1.2 (Closed Software) Does not apply 	Supports	the page is programmatically
• 11.8.2 (Authoring Tool)		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	ITSM Incident Management for SOW provides consistent
• 11.8.2 (Authoring Tool)		and repeatable navigation.
• 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	Supports	Components that have the same functionality within ITSM Incident Management
11.3.2.4 (Closed Software)Does not apply		
• 11.8.2 (Authoring Tool)		for SOW are identified consistently.
• 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
3.3.3 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 automatically detected
• 11.3.3.3 (Open Functionality Software)	Supports	within a native data entry form in ITSM Incident
• 11.3.3.3 (Closed Software)	3000013	Management for SOW, the
• 11.8.2 (Authoring Tool)		resulting error message provides suggestions for
• 12.1.2 (Product Docs)		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)		
10.3.3.4 (Non-web document)		No forms within ITSM Incident Management for SOW submit actions that cause
• 11.3.3.4 (Open Functionality Software)	Summanda	legal commitments or financial transactions to
• 11.3.3.4 (Closed Software)	Supports	occur, nor do any forms
11.8.2 (Authoring Tool)		submit actions that modify or delete user-controllable
• 12.1.2 (Product Docs)		data in the data storage
• 12.2.4 (Support Docs)		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) • 10.4.1.3 (Non-web document) • 11.4.1.3 (Open Functionality Software) • 11.4.1.3 (Closed Software) • 10.4.1.3 (Closed Software) • 11.4.1.3 (Closed Software) • 11.4.1.3 (Closed Software) • 12.4 (Support Docs) Revised Section 508 – Does not apply	Supports	In ITSM Incident Management for SOW, status messages can be programmatically determined through roles or properties so that they can be presented to the user by assistive technologies without receiving focus.

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	Partially Supports	With some exceptions noted above, ITSM Incident Management for SOW is functional to screen reading technology.
302.2 With Limited Vision	Partially Supports	With some exceptions noted above, ITSM Incident Management for SOW supports text and screen enlargement.
302.3 Without Perception of Color	Partially Supports	There are a few instances in ITSM Incident Management for SOW where color is being used to convey information.
302.4 Without Hearing	Supports	There is nothing within ITSM Incident Management for SOW that explicitly requires hearing.
302.5 With Limited Hearing	Supports	There is nothing within ITSM Incident Management for SOW that explicitly requires hearing.
302.6 Without Speech	Supports	There is nothing within ITSM Incident Management for SOW that explicitly requires speech.
302.7 With Limited Manipulation	Partially Supports	There is some functionality within ITSM Incident Management for SOW that cannot be manipulated via the keyboard.



Criteria	Conformance Level	Remarks and Explanations
302.8 With Limited Reach and Strength	Partially Supports	There is some functionality within ITSM Incident Management for SOW that cannot be manipulated via the keyboard.
302.9 With Limited Language, Cognitive, and Learning Abilities	Partially Supports	Certain terms and descriptions of features necessary for the use of ITSM Incident Management for SOW use standard terms, which may not be understandable by users with limited language, cognitive, or learning abilities.

Chapter 4: Hardware

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



Criteria	Conformance Level	Remarks and Explanations
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	ITSM Incident Management for SOW is not an authoring tool.
504.2.2 PDF Export	Not Applicable	ITSM Incident Management for SOW is not an authoring tool.
504.3 Prompts	Not Applicable	ITSM Incident Management for SOW is not an authoring tool.
504.4 Templates	Not Applicable	ITSM Incident Management for SOW is not an authoring tool.

Chapter 6: <u>Support Documentation and Services</u>

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



Criteria	Conformance Level	Remarks and Explanations
602.2 Accessibility and Compatibility Features	Not Applicable	This report covers accessibility conformance for ITSM Incident Management for SOW and does not address Support Documentation or Support Services. For Product Documentation accessibility conformance, see the Product Documentation site ACR on the Accessibility Conformance Reports page of the Product Documentation site.
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 ITSM Incident Management for SOW only and does not address Support Documentation or Support Services.
603 Support Services	Heading cell – no response required	Heading cell – no response required



Criteria	Conformance Level	Remarks and Explanations
603.2 Information on Accessibility and Compatibility Features	Not Applicable	This report covers accessibility conformance for ITSM Incident Management for SOW only and does not address Support Documentation or Support Services.
603.3 Accommodation of Communication Needs	Not Applicable	This report covers accessibility conformance for ITSM Incident Management for SOW only and does not address Support Documentation or Support Services.

EN 301 549 Report



Chapter 4: Functional Performance Statements (FPS)

Criteria	Conformance Level	Remarks and Explanations
4.2.1 Usage without vision	Partially Supports	With some exceptions noted above, ITSM Incident Management for SOW is functional to screen reading technology.
4.2.2 Usage with limited vision	Partially Supports	With some exceptions noted above, ITSM Incident Management for SOW supports text and screen enlargement.
4.2.3 Usage without perception of color	Partially Supports	There are a few instances in ITSM Incident Management for SOW where color is being used to convey information.
4.2.4 Usage without hearing	Supports	There is nothing within ITSM Incident Management for SOW that explicitly requires hearing.
4.2.5 Usage with limited hearing	Supports	There is nothing within ITSM Incident Management for SOW that explicitly requires hearing.
4.2.6 Usage with no or limited vocal capability	Supports	There is nothing within ITSM Incident Management for SOW that explicitly requires speech.
4.2.7 Usage with limited manipulation or strength	Partially Supports	There is some functionality within ITSM Incident Management for SOW that cannot be manipulated via the keyboard.



Criteria	Conformance Level	Remarks and Explanations
4.2.8 Usage with limited reach	Partially Supports	There is some functionality within ITSM Incident Management for SOW that cannot be manipulated via the keyboard.
4.2.9 Minimize photosensitive seizure triggers	Supports	There is nothing within ITSM Incident Management for SOW that would act as a photosensitive seizure trigger.
4.2.10 Usage with limited cognition, language, or learning	Partially Supports	Certain terms and descriptions of features necessary for the use of ITSM Incident Management for SOW use standard terms, which may not be understandable by users with limited language, cognitive, or learning abilities.
4.2.11 Privacy	Supports	ITSM Incident Management for SOW has systems in place to protect the privacy of individual users.

Chapter 5: Generic Requirements

Notes: Not Applicable – There is no closed functionality in ITSM Incident Management for SOW.

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: Software

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.



Criteria	Conformance Level	Remarks and Explanations
11.5.2.3 Use of accessibility services	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.4 Assistive technology	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.5 Object information	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.6 Row, column, and headers	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.7 Values	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.8 Label relationships	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.9 Parent-child relationships	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.10 Text	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.

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Criteria	Conformance Level	Remarks and Explanations
11.5.2.11 List of available actions	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.12 Execution of available actions	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.13 Tracking of focus and selection attributes	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.14 Modification of focus and selection attributes	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.15 Change notification	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.16 Modifications of states and properties	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.5.2.17 Modifications of values and text	Not Applicable	ITSM Incident Management for SOW 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



Criteria	Conformance Level	Remarks and Explanations
11.6.1 User control of accessibility features	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.6.2 No disruption of accessibility features	Not Applicable	ITSM Incident Management for SOW is a web-based application that relies on user-agent functionality.
11.7 User preferences	Not Applicable	ITSM Incident Management for SOW 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
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	ITSM Incident Management for SOW is not an authoring tool.
11.8.4 Repair assistance	Not Applicable	ITSM Incident Management for SOW is not an authoring tool.
11.8.5 Templates	Not Applicable	ITSM Incident Management for SOW 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
12.1.1 Accessibility and compatibility features	Not Applicable	This report covers accessibility conformance for ITSM Incident Management for SOW only and does not address Documentation or Support Services.
		For Product Documentation accessibility conformance, see the Product Documentation site ACR on the Accessibility Conformance Reports 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.
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 ITSM Incident Management for SOW only and does not address Documentation or Support Services.
12.2.3 Effective communication	Not Applicable	This report covers accessibility conformance for ITSM Incident Management for SOW only and does not address Documentation or Support Services.



Criteria	Conformance Level	Remarks and Explanations
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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