

Policy for Thesis & Dissertation Digital Accessibility

Purpose

As of January 31, 2023, OhioLINK will require electronic theses and dissertation (ETD) PDF submissions to confirm compliance with digital accessibility standards. The OhioLINK ETD submission form will be updated to include a new upload document category for a digital accessibility report and the addition of agreement wording for acknowledging that digital accessibility standards have been met for the uploaded ETD PDF:

Confirm Digital Accessibility

By participating in the OhioLINK Electronic Theses and Dissertations Center (“ETD Center”), your institution and its representatives agree to use best efforts to ensure that all document(s) published in the ETD Center meet, to the fullest extent possible, your institution’s minimum digital accessibility standard (MDAS) or local applicable accessibility standard or, if none exist, the most recent industry standard. By approving the upload of an Electronic Thesis and/or Dissertation (“ETD”) to the ETD Center, you acknowledge and agree that the document(s) intended to be uploaded comply, to the fullest extent possible, with the applicable MDAS or local applicable accessibility standards.

To publish this submission, please confirm that you have completed the following steps:

[] The MDAS or applicable accessibility standards have been satisfied to the fullest extent possible.

[] The accessibility report for the PDF is attached to this submission.

While OhioLINK has published a set of [Recommended Minimum Requirements for Electronic Theses and Dissertations](#) to provide a starting point, it is considered best practice to have a local ETD Digital Accessibility Policy for each institution. We have prepared this policy in accordance with [Ohio University Policy 4.001](#) and OHIOlink requirements.

Ohio University Policy Statement on Digitally Accessible Theses & Dissertation

Theses and dissertations are required to meet Ohio University’s Minimum Digital Accessibility Standards (MDAS) as part of a university-wide initiative incorporating digital accessibility in all platforms and at all levels. In addition, OhioLINK requires all submitted electronic theses and dissertations (ETD) PDF to meet digital accessibility standards beginning in January 2023.

Ohio University’s Minimum Digital Accessibility Standards (MDAS) for theses and dissertations require:

- PDF accessibility permission flag is checked
- PDF includes a title

- PDF file includes full text
- Text language of the PDF is specified
- Figures and images include alternative text (alt-text)

Students must include a digital accessibility report for their final approved document in Microsoft Word and Adobe Acrobat (PDF) that indicates compliance with Ohio University's minimum digital accessibility standards (MDAS).

Students are encouraged to incorporate good accessibility practices throughout their thesis or dissertation writing process by using the accessibility tools available in Word, LaTeX, or other document production platforms during manuscript preparation. *See MDAS Compliance Resources on the TAD website.* When possible, digital accessibility reports should be included with submissions to TAD at each stage, including pre-defense and post-defense format reviews as well as final approval.

Thesis & Dissertation Services will certify that ETD's are compliant when publishing theses and dissertations to OHIOlink after the student has uploaded their document and accessibility report as part of the required TAD process.