

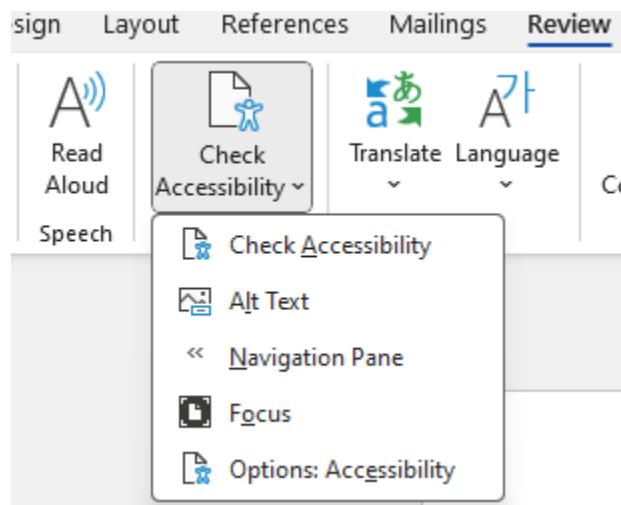
Dear Colleagues,

We hope this message finds you well. As part of S&T's ongoing commitment to creating an inclusive learning environment, we are reaching out to faculty about the essential steps in ensuring accessibility for all our students. This is a joint effort between the Faculty Senate, CAFE, Accessibility Services, and the VPOLEI.

The UM system and the IFC (intercampus faculty cabinet) are working on this in response to federal [Title II requirements](#), particularly subpart H on web accessibility. We encourage faculty not to wait for the UM requirement but to start using accessibility checkers when developing MS Word and Canvas documents before sharing them with all students. These tools are designed to help identify and correct issues that might hinder access to your materials for students with disabilities. By using accessibility checkers, we can help to ensure that all students have equal access to course content and resources.

Luckily it is easy to do, and help is available.

**What to do in a Microsoft Application:** click on Review and then Accessibility (see below).



That will review your document to identify errors and warnings and help you fix issues.

**Microsoft Training Materials** are available at

[One minute Microsoft training video](#)

[A pdf on creating accessible content](#)

**CAFE will host Zoom “Ask Me Anything About Accessibility”** in the near future.

**Missouri Online** has self-paced Sprint training [Digital Accessibility for Canvas](#)

**Missouri Online** also has a series of [accessibility guides](#) for common accessibility issues covering a range of areas.

**Student Accessibility and Testing Office** can also help [dss@mst.edu](mailto:dss@mst.edu).

We hope we can count on your attention and support regarding this matter. We would like your advice and help before we roll this out to our faculty.

Best regards,

[David Westenberg](#), Faculty Senate President

[Susan Murray](#), VPOLEI

[Jeff Jennings](#), CAFE

Carol Durk, SAAT