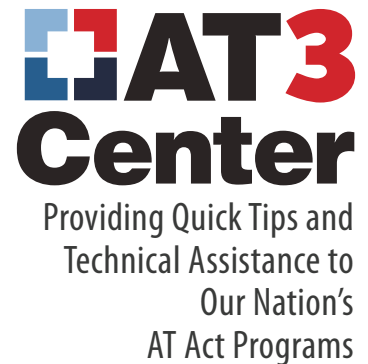


Keyboard Accessibility Quick Reference for PC Users



The following applies to any interactive element. Interactive elements include:

- Links
- Form fields
- Radio buttons
- Checkboxes
- Buttons
- Tab panels
- Navigation menus (including flyouts)
- Accordion menus

All of these must be reachable, visible, logical and usable from the keyboard.

Reachable

- Can you reach interactive elements using the Tab key?
 - o Tip: Hold down a Shift key, then use the Tab key to move backwards through the interactive elements on a page.



Visible

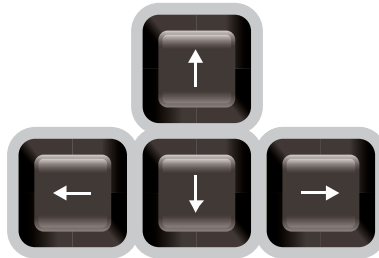
- Can you visibly tell which interactive element you have reached (in other words, do elements have visible keyboard focus)?
- Is the visible indication of keyboard focus obvious?
 - o Tip: Ideally, if an interactive element looks different when the mouse pointer hovers over it, then it should do the same when it has keyboard focus.

Logical

- Does the order that you move between interactive elements with the Tab key make sense and follow the natural reading order of the page?

Usable

- Can you use interactive elements without a mouse?
 - Do arrow keys move between options in a checkbox or radio button group?



- Does the spacebar check and uncheck checkboxes?
- Does the spacebar select an option in a radio button group?
- Does either the Enter key or spacebar trigger a button?



- Does the Enter key let you follow a link?

