Template: Multi-Modal Accessibility Checklist

Generated: 11/27/2025

Based on Article: "Accessibility in Multi-Modal Content: Best Practices for Inclusivity"

A practical checklist to ensure your content is accessible across various formats and audiences.

Checklist Items:

☐ **1. Audit Existing Content**
Run automated scans and manually verify accessibility on prioritized pages, looking for issues like missing alt text and color-contrast failures.
Reference Section: Step-by-step Implementation: Planning Multi-Modal Accessible Content

☐ **2. Define Modality Matrix**
Identify necessary content types and their corresponding modalities, then map user personas to these needs to prioritize production.
Reference Section: Step-by-step Implementation: Planning Multi-Modal Accessible Content

☐ **3. Install Accessibility Tools**
Ensure that the required accessibility tools (e.g., captioning tools, color checkers) are installed and configured within your CMS or environment.
Reference Section: What You'll Need / Prerequisites

☐ **4. Educate Team on Skills**
Train team members on writing alt text, semantic markup, and ensuring caption quality to improve content accessibility.
Reference Section: What You'll Need / Prerequisites

☐ **5. Update Editorial Policy**
Incorporate an accessibility checklist into the publishing SOPs to standardize accessibility practices across all content.
Reference Section: What You'll Need / Prerequisites

☐ **6. Run Accessibility Tests**
Conduct thorough testing using both automated tools and screen readers to validate content under diverse scenarios.
Reference Section: Step-by-step Implementation: Planning Multi-Modal Accessible Content

☐ **7. Collect and Document Feedback**
Capture audience feedback on accessibility aspects of your content, log issues, and act on recommendations for future updates.
Reference Section: Not explicitly mentioned

8. Establish Approval Process

Set up a clear process for getting necessary approvals for tools and budgets aimed at supporting accessibility initiatives.

Reference Section: What You'll Need / Prerequisites