

Accessible Presentation Tips

The following strategies are recommended by Richard Ladner, PI of the [AccessComputing Alliance](#) at the University of Washington:

- Minimize the number of slides. No one wants to be shot with a fire hose while trying to understand your talk.
- Use high contrast colors. Audience members with low vision or color blindness will appreciate it. Some individuals prefer/require dark backgrounds with light fonts.
- Do not use color as the only method for distinguishing information.
- Use large (at least 24 point), simple, sans-serif fonts (e.g., Arial, Verdana, Helvetica) that can be easily read by most individuals from the back of a large room.
- Minimize the amount of text on slides. When you advance a slide, pause to let people read it before saying anything. This will allow people who are deaf and everyone else in the audience to read the slide before you start talking. Read the text on the slide to make sure people who are blind in the audience know what is on the slide.
- Limit the number of visuals on slides. Images that are used should be described so that people who are blind in the audience will know what image is being displayed. Graphs and charts should be described and summarized.
- Avoid presenting images of complex charts or tables. Make graphics as simple as possible. No one wants to read a complicated graphic when there are only a few important facts about it. Save the complicated graphic for the paper.
- Control the speed of animations so they can be described fully.
- Make sure that videos are captioned and audio described. Sometimes it is good to give a brief description of what is in the video before it is played. This will help audience members who are blind to establish context for what they will hear.
- Ensure the question and answer period is accessible. If there is a microphone for questioners, make sure they use it. Otherwise, repeat the questions so everyone can hear them.