



Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs

Accessibility Checklist: Web Maps

Use this checklist to ensure your web map meets all requirements for accessibility. Please refer to the [GIS Web Map Accessibility Guidance](#) page on Mass.gov for details on how to meet these requirements.

Date Reviewed: _____ **Owner Username:** _____

Web Map Name: _____

Web Map URL: _____

Symbology

- Map colors are compatible with color vision deficiencies.
- Color is not the sole communication method.
- A combination of color, size, shapes and patterns is used to convey information.
- Symbols have a logical connection to data and what is being communicated; utilize commonly accepted symbol styles where possible.
- Colorblind-friendly ramps are used where possible.
- Collectively, map symbology color choices don't have conflicting hues and/or extremely bright hues.
- Layer fill and outline have a contrast ratio of at least 3:1.
- Layer outline and basemap have a contrast ration of at least 3:1 over darkest possible basemap color.

Pop-ups & Text

- A sans serif font is used (applicable only when custom text blocks are used).
- Bold is used sparingly, and only to convey important information.
- Underlining is only used for hyperlinks.
- Text is not center aligned.
- Sentence case is used when possible. Avoid the use of all capital letters (abbreviations are an exception).
- Minimum font size is 12 pt.
- Text meets contrast ratio guidelines against pop-up background (4.5:1 for small text, and 3:1 for large text).
- Text is plain and easy to understand. Common, everyday words are used (avoid the use of jargon and idioms).
- All acronyms are defined at least once before they are used.



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- Sentences are used, where possible, to convey information.
- Pop-ups have clear and meaningful titles.
- Pop-ups include essential information only.
- All non-text content included within pop-ups has a text alternative that serves an equal purpose.
- Any links open in the current window (exception if the link is to a non-secure, http, website).

Labels

- A sans serif font is used.
- All key features are labeled. If data is provided in alternative format, only essential information is labeled.
- Typography meets size and contrast ratio guidelines (9 px regular = 4.5:1; 14 px bold = 3:1; 18 px regular = 3:1).
- Plain language is used whenever possible.
- Labels are easily readable (e.g. not at an extreme angle, etc.).
- Halos are used to increase contrast against underlying data and/or basemap (and a 4.5:1 contrast ratio between font color and halo color is used).

Cartography & Legend

- Map uses logical visual hierarchy (most important information is conveyed first).
- Only include layers which are necessary to the narrative of the map.
- Focus strategies are used, when appropriate, to help focus the map's purpose.
- All layers and symbol classes have clear and meaningful titles.
- All coded values have descriptions provided.
- Plain language is used. All underscores, abbreviations, and acronyms have been removed.
- Complex symbology, such as bivariate symbology, has been avoided.

Web Map Item Details (Alternative Text)

The web map has completed item details, which serves as the alternative text for the map. All text descriptions should serve the equivalent purpose as the visual. This should include:

- Item summary—a brief statement (1-2 sentences) describing the item.
- Item description—several sentences focusing on key patterns, takeaways, and purpose.
- Terms of Use—for public items, please use prescribed terms of use referenced in EEA's ArcGIS Online Best Practices.
- Credits



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- Tags—added 'accessible' tag to the item details page. This tag flags this item as meeting accessibility requirements.

Alternate Formats

- Map data is available in an alternative format (such as through the attribute table).