



UKG Ready Section 508 Voluntary Product Accessibility Template (VPAT)

Document Revision: 2021



Overview

The purpose of the VPAT is to assist federal contracting officials in making preliminary assessments regarding the availability of commercial electronic and information technology products and services with features that support accessibility. It is assumed that offerers will provide additional contact information to facilitate more detailed inquiries.

The first table of the template provides a summary view of the Section 508 standards. The subsequent tables provide more detailed views of each subsection. There are three columns in each table. Column one of the Summary Table describes the subsections of subparts B and C of the standards. The second column describes the supporting features of the product or refers you to the corresponding detailed table, “e.g., equivalent facilitation.” The third column contains any additional remarks and explanations regarding the product. In the subsequent tables, the first column contains the lettered paragraphs of the subsections. The second column describes the supporting features of the product with regard to that paragraph. The third column contains any additional remarks and explanations regarding the product.

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UKG Ready

Guideline	Applicable	Compliance
§1194.21 – Software Applications and Operating Systems	Applicable	Supports with exceptions
§1194.22 – Web-Based Intranet and Internet Information and Systems	Applicable	Supports with exceptions
§1194.23 – Telecommunications Products	Not Applicable	—
§1194.24 – Video and Multimedia Products	Not Applicable	—
§1194.25 – Self-Contained, Closed Products	Not Applicable	—
§1194.26 – Desktop and Portable Computers	Not Applicable	—
§1194.31 – Functional Performance Criteria	Applicable	Supports with exceptions
§1194.41 – Information, Documentation, Support	Applicable	Supports

Section 1194.21

Software Applications and Operating Systems – Detail

Criteria	Supporting Features	Remarks
(a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.	Supports with exceptions	UKG Ready provides keyboard shortcuts that allow users to perform the most common actions, such as Ctrl-S to Save. Most components are keyboard accessible. However, keyboard shortcuts were added by specific requests, and therefore some features are not keyboard accessible.
(b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.	Supports	UKG Ready does not interfere with or deactivate accessibility features of the operating system.
(c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that assistive technology can track focus and focus changes.	Supports	In UKG Ready, focused elements are programmatically exposed to assistive technology. In most cases, focus is also visually indicated with a blue or gray outline.

Section 1194.21 (cont'd)

Software Applications and Operating Systems - Detail

Criteria	Supporting Features	Remarks
(d) Sufficient information about a user interface element including the identity, operation, and state of the element shall be available to assistive technology. When an image represents a program element, the information conveyed by the image shall also be available in text.	Supports	Most interactive controls in UKG Ready expose role, name, and state to assistive technology. In situations where the exposed role and state information are not sufficient, the element's accessible name is used instead to provide this information.
(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.	Supports	Images are used consistently within UKG Ready.
(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.	Supports	Textual content in UKG Ready is exposed using operating system functions. Where text is information that is editable, caret is available.
(g) Applications shall not override user-selected contrast and color selections and other individual display attributes.	Does not support	UKG Ready does not inherit high-contrast themes enabled by the operating system.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Supports	Information presented through animation within the My Learning tools is also presented in print format.
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supports	When UKG Ready uses color to convey information, it provides that information through text or icons as well. For example, Approve or Reject options for time off requests use color to indicate a choice, but this information is also provided in text format.

Section 1194.21 (cont'd)

Software Applications and Operating Systems - Detail

Criteria	Supporting Features	Remarks
(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Supports	UKG Ready permits users to adjust colors on a variety of settings using hexadecimal format, allowing for over 16 million available colors.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Supports	UKG Ready does not use flashing or blinking text, objects, or other elements.
(l) When electronic forms are used, the form shall allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supports	Form controls in UKG Ready are properly labeled.

Section 1194.22

Web-Based Internet Information and Applications – Detail

Criteria	Supporting Features	Remarks
(a) A text equivalent for every non-text element shall be provided (e.g., via “alt,” “longdesc,” or in element content).	Supports	Graphs offer a proper text equivalent.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Does not support	My Learning training presentations do not include equivalent alternatives synchronized with the presentation.
(c) Webpages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supports	When UKG Ready uses color to convey information, it provides that information through text or icons as well.
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Supports	UKG Ready functions correctly when style sheets are disabled.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not applicable	UKG Ready does not use server-side image maps.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	Not applicable	UKG Ready does not use client-side image maps.
(g) Row and column headers shall be identified for data tables.	Supports	UKG Ready components identify column headers for each cell.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Not applicable	UKG Ready does not use data tables that have two or more logical levels.

Section 1194.22 (cont'd)

Web-Based Internet Information and Applications – Detail

Criteria	Supporting Features	Remarks
(i) Frames shall be titled with text that facilitates frame identification and navigation.	Supports	UKG Ready's user interface consists of workspaces and widgets that are properly titled.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supports	UKG Ready does not cause the screen to flicker.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a website comply with the provisions of this part when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.	Not applicable	Accessibility provisions in UKG Ready can be provided without requiring a separate text-only version.
(l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by assistive technology.	Supports	Content displayed through scripting is identified through functional text in UKG Ready.
(m) When a webpage requires that an applet, plug-in, or other application be present on the client system to interpret page content, the page shall provide a link to a plug-in or applet that complies with §1194.21(a) through (l).	Not applicable	UKG Ready does not require any applet, plug-in, or other application.
(n) When electronic forms are designed to be completed online, the form shall allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supports	Form controls in UKG Ready are properly labeled.

Section 1194.22 (cont'd)

Web-Based Internet Information and Applications – Detail

Criteria	Supporting Features	Remarks
(o) A method shall be provided that permits users to skip repetitive navigation links.	Supports	UKG Ready offers “Quick Links” that allow users to navigate between sections, skipping their content.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Supports	When a login session is about to expire, the user is notified and given the option to extend the session.

Section 1194.31

Functional Performance Criteria – Detail

Criteria	Supporting Features	Remarks
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for assistive technology used by people who are blind or visually impaired shall be provided.	Supports with exceptions	Some functionality within UKG Ready is not available to screen reader users since not all functionality is keyboard accessible.
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for assistive technology used by people who are visually impaired shall be provided.	Supports with exceptions	UKG Ready generally supports screen magnifiers.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for assistive technology used by people who are deaf or hard of hearing shall be provided.	Supports with exceptions	UKG Ready does not require user hearing. However, training videos within My Learning do not offer printed scripts as an alternative.
(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	Supports with exceptions	UKG Ready does not require user hearing. However, training videos within My Learning do not offer printed scripts as an alternative.
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for assistive technology used by people with disabilities shall be provided.	Supports	UKG Ready does not require user speech.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Supports with exceptions	Most of the UKG Ready UI consists of parts that are either keyboard accessible or do not require fine motor control. However, there are components that cannot be operated through the keyboard.

Section 1194.41

Information, Documentation, and Support – Detail

Criteria	Supporting Features	Remarks
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge.	Supports	
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supports	
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supports	

About UKG

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