



Composing tables for Universal Accessibility

Good and bad ways to create tables

Table

- Arrangement of data in rows and columns, or possibly in a more complex structure.

Wikipedia

Readable table

- If the table is not planned in a readable form to begin with, the typographer can render it readable only by redesigning it from scratch.

Robert Bringhurst, The Elements of Typographic Style

Accessible table

- Tables are regular when the number of logical cells is equal in each row after accounting for rowspan and colspan attributes
- While PDF/UA-1 does not prohibit irregular tables, irregular tables are almost always a strong indicator of improper table structure.

Matterhorn Protocol

Fake tables (part 1)

- Tables used as layout tools



Caution! Be careful when you remove the shelf supports.

Fake tables (part 2)

- Tables that are actually lists

REAL
WORLD
EXAMPLES!

4.2 – The organization

- 1 Shall determine the interested parties that are relevant to the QMS
- 2 Shall determine the requirements of these interested parties that are relevant to the QMS
- 3 Shall monitor information about these interested parties
- 4 Shall review information about these interested parties
- 5 Shall monitor their relevant requirements...
- 6 Shall review their relevant requirements

Nighmare tables

- Tables that takes a few minutes to be read

REAL
WORLD
EXAMPLES!

AZIONI DI CONFORMITA'

ORGANIZZAZIONI AUDITATE DALLO STESSO ORGANISMO (A)

OMOGENEITA'

ORGANIZZAZIONI DELLO STESSO SETTORE

EQUITA'																							
ORGANIZZAZIONI CON CARATTERISTICHE (X) SIMILI / CONCORRENTI																							
STABILITA'												STABILITA'											
ORGANIZZAZIONE A - AUDIT PROGRAMME 1												ORGANIZZAZIONE B - AUDIT PROGRAMME 1											
CONCORDANZA						CONCORDANZA						CONCORDANZA						CONCORDANZA					
AUDIT 1						AUDIT 2						AUDIT 1						AUDIT 2					
CONGRUENZA	CONGRUENZA					CONGRUENZA	CONGRUENZA					CONGRUENZA	CONGRUENZA					CONGRUENZA	CONGRUENZA				
AUDITOR 1	AUDITOR 2					AUDITOR 1	AUDITOR 2					AUDITOR 1	AUDITOR 2					AUDITOR 1	AUDITOR 2				
CONFORMITA'	CONFORMITA'					CONFORMITA'	CONFORMITA'					CONFORMITA'	CONFORMITA'					CONFORMITA'	CONFORMITA'				
▼	▼					▼	▼					▼	▼					▼	▼				
rilevi	rilevi					rilevi	rilevi					rilevi	rilevi					rilevi	rilevi				
1	2	...				1	2	...				1	2	...				1	2	...			

EQUITA'																							
ORGANIZZAZIONI CON CARATTERISTICHE (Y) SIMILI / CONCORRENTI																							
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CONCORDANZA						CONCORDANZA						CONCORDANZA						CONCORDANZA					
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CONGRUENZA	CONGRUENZA					CONGRUENZA	CONGRUENZA					CONGRUENZA	CONGRUENZA					CONGRUENZA	CONGRUENZA				
AUDITOR 1	AUDITOR 2					AUDITOR 1	AUDITOR 2					AUDITOR 1	AUDITOR 2					AUDITOR 1	AUDITOR 2				
CONFORMITA'	CONFORMITA'					CONFORMITA'	CONFORMITA'					CONFORMITA'	CONFORMITA'					CONFORMITA'	CONFORMITA'				
▼	▼					▼	▼					▼	▼					▼	▼				
rilevi	rilevi					rilevi	rilevi					rilevi	rilevi					rilevi	rilevi				
1	2	...				1	2	...				1	2	...				1	2	...			

Rule of thumb

- A good table can be described over the phone
- An accessible table can be read starting from any of its cell
- Repeating things is not bad

Common mistakes

- Ask the reader to guess the context
- Empty cells




Problem	Possible cause	Remedy
You cannot activate or operate the hob.	The hob is not connected to an electrical supply or it is connected incorrectly.	Check if the hob is correctly connected to the electrical supply. Refer to the connection diagram.
	The fuse is blown.	Make sure that the fuse is the cause of the malfunction. If the fuse is blown again and again, contact a qualified electrician.
	You do not set the heat setting for 10 seconds.	Activate the hob again and set the heat setting in less than 10 seconds.
	You touched 2 or more sensor fields at the same time.	Touch only one sensor field.
	Pause operates.	Refer to "Daily use".
	There is water or fat stains on the control panel.	Clean the control panel.
An acoustic signal sounds and the hob deactivates. An acoustic signal sounds when the hob is deactivated.	You put something on one or more sensor fields.	Remove the object from the sensor fields.

Common mistakes

- Missing headers



Water	To dispense chilled water, press Water indicator turns on.
Lock (Dispenser panel / Dispenser lever)	<p>To prevent the use of the dispenser panel, press and hold Water. If you press and hold the button again, the dispenser lock will be deactivated.</p> <p>When dispenser lock is on, the indicator on the dispenser panel is pressed or the</p> <p> NOTE</p> <p>The Lock on the dispenser panel does not lock the main panel. To lock the main panel, press the Lock on the main panel.</p>

Common mistakes

- Overloaded headers



Sample	Mean value pH	Standard deviation s_r	Coefficient of variation $C_{V,r} (\%)$	Repeatability limit r
Copy paper	10,0	0,02	0,21	0,06
Paperboard	8,7	0,06	0,64	0,17
Bleached pulp	5,2	0,03	0,50	0,08
Unbleached pulp	8,0	0,04	0,54	0,11

Common mistakes

■ Tetris

Category	Item	Description
Monitoring	Fridge temperature	Displays the desired temperature setting of the fridge.
	Freezer temperature	Displays the current temperature of the freezer.
	Diagnosis	Detects abnormal operations of the refrigerator.
	Energy monitoring	Checks the accumulated power consumption of the refrigerator for the last 180 days.
Alarms	Abnormally high temperature	This alarm is triggered when the fridge or the freezer has abnormally high temperatures.
	Door opening	This alarm is triggered if the fridge door or the freezer drawer is open for a specific time.
	Water filter replacement	This alarm reminds you that the water filter must be replaced.
Inside Image		You can view the inside of the refrigerator and can see if you need to replace food items.
Family Hub App Link		You can connect to the App Store and download the Refrigerator app.



Best practice

- Talk with content creators before drafting
- Don't group cells (in case, repeat the content)
- Measurement units goes into cells, not into headers
- Read the table starting from a random cell: does it work? (it shall)
- Format lists as lists, not as tables

Good tables

- Use headers
- Use both infographic and typography
- Explicitate empty cells

ART. NO	PROD. NO	WEIGHT	WIND SHIELDS	SAUCE PANS	FRY PAN	BURNER	KETTLE
150253	25-3HA	895 g	HA	HA	NS	SB	—
157253	25-3HA/GB	980 g	HA	HA	NS	GB	—

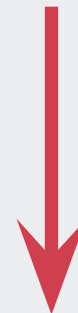
Good tables

- Repeat content if needed

Nome indice colore	Numero indice colore	Numero CAS	Limite
Blu disperso 1	64500	2475-45-8	Limite d'azione
Blu disperso 3	61505	2475-46-9	Limite d'azione
Blu disperso 106	111935	12223-01-7	Limite d'azione
Blu disperso 124	111938	61951-51-7	Limite d'azione
Giallo disperso 3	11855	2832-40-8	Limite d'azione
Arancio disperso 3	11855	730-40-5	Limite d'azione
Arancio disperso 37/76/59	11132	12223-33-5	Limite d'azione
Rosso disperso 1	11110	2872-52-8	Limite d'azione
Giallo solvente 1	11000	60-09-3	Limite d'azione
Giallo solvente 2	11020	60-11-7	Limite d'azione
Giallo solvente 3	11160	97-56-3	Limite d'azione
Rosso base 9	42500	569-61-9	Limite d'azione
Violetto base 1	42535	8004-87-3	Limite d'azione
Violetto base 3	42555	548-62-9	Limite d'azione
Rosso acido 26	16150	3761-53-3	Limite d'azione
Violetto acido 49	42640	1694-09-3	Limite d'azione

Good tables

- Columns provide informations



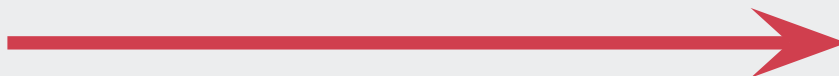
Limite
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Good tables

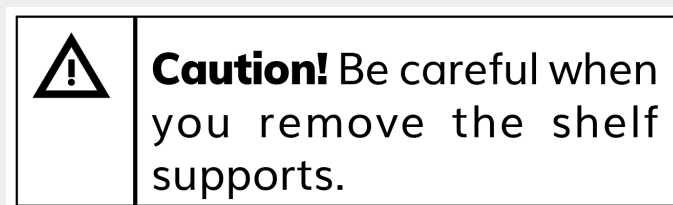
- Rows provide informations

Nome indice colore	Numero indice colore	Numero CAS	Limite
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Arancio disperso 3	11855	730-40-5	Limite d'azione
--------------------	-------	----------	-----------------



- Disassemble, use regular paragraphs



<Artifact>



<P>

Caution! Be careful
when you remove
the shelf supports.

- Transform to list

4.2 – The organization	
1	Shall determine the intere
2	Shall determine the requi
3	Shall monitor information
4	Shall review information
5	Shall monitor their releva
6	Shall review their relevan



<H3>

4.2 – The organization

1.Shall determine the interested

2.Shall determine the requireme

3.Shall monitor informations

4.Shall review informations

- Plug-in for InDesign
- Tagged, accessible PDF
- PDF/UA



Tagged PDF
Accessible PDF



MadeToTag

Making Content Accessible

Tagged PDF
Accessible PDF

PDF/UA creation tools



Tagged PDF
Accessible PDF

+

MadeToTag
Making Content Accessible

PDF/UA creation tools

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MadeToTag

- Intuitive guided UI
- Efficient workflow

1

2

3

4

5

6

7

The image displays seven sequential screenshots of the MadeToTag application interface, each representing a different task in the workflow. The interface is dark-themed with yellow accents and includes navigation buttons like 'Previous', 'Instructions...', and 'Next'.

- Task 1: Define and review export tags** - Shows status for paragraph styles in use, export tags, and EPUB/HTML export options. Includes a 'Go to text without export tag' section and 'Locate potential problems' buttons.
- Task 2: Structure content into articles** - Shows status for number of stories and images, and a 'Go to next frame not yet in any article' section.
- Task 3: Alternate text** - Shows status for non-text frames and alternate text, and a 'Go to next frame without alternate text' section.
- Task 4: Review Document Metadata** - Shows document title, author, description, keywords, copyright notice, and website.
- Task 5: Language** - Shows primary language (Italian) and further languages, with a 'Language for text selection' dropdown.
- Task 6: Table Structure** - Shows status for tables in articles, and options for 'Configure table headers' and 'Navigate to Tables'.
- Task 7: Create Tagged PDF File** - Shows options for pages, image handling (compression, quality, resolution), and a 'Create PDF' button.

- Powerful tools

Configure table headers

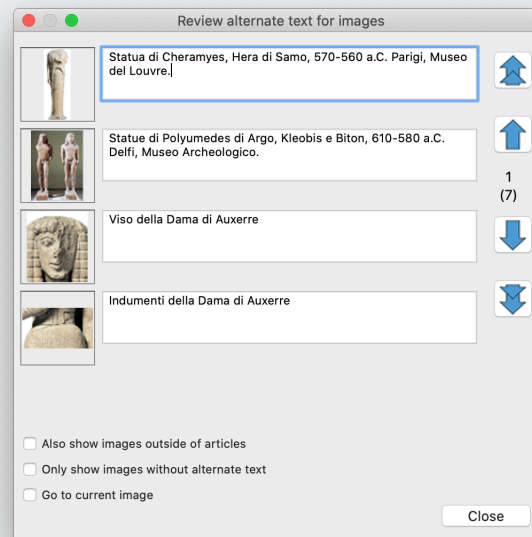
- ☒ Use InDesign defined column headers Reset table
- ☐ Quick Headers – Number of row and column headers



- ☐ Smart Headers
 - ☐ Activate Smart Headers edit mode
- ☐ Table is a 'layout table'

■ Powerful tools

- ✓ **Locate hard returns**
- Locate faux hyphens
- Locate images without alternate text
- Locate objects not assigned to any article
- Locate paragraph styles without role
- Locate uses of basic paragraph style
- Locate empty paragraphs
- Locate faux bullet lists
- Locate faux numbered lists
- Locate paragraphs without style
- Locate insufficient visual contrast
- Set export tag as prefix to paragraph style
- Meta data and alternate text review
- Sample_JavaScript



Visual feedback for tags

LEGGI L'OPERA
Distingui gli aspetti iconografici da quelli stilistici.

La Dama di Auxerre

La Dama di Auxerre è un importante esempio delle prime statue votive della Grecia arcaica. La statua rappresenta forse una dea, una vestale o l'immagine votiva di un'offerente. È stata ritrovata a Creta e risente dello stile della scultura egizia.

Il viso
I lineamenti del viso sono incisi. Il naso prominente e la bocca e gli occhi scavati richiamano la statuaria egizia.

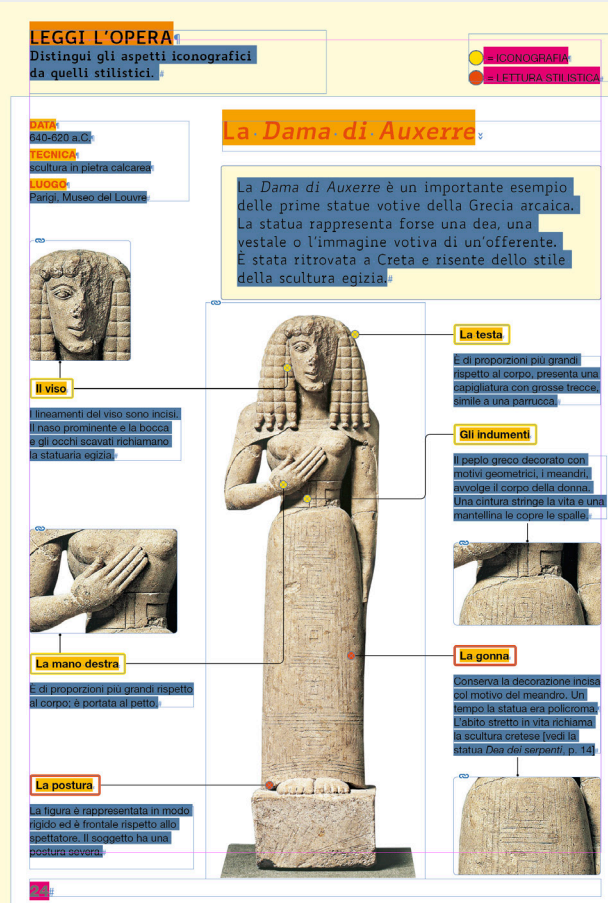
La mano destra
È di proporzioni più grandi rispetto al corpo; è portata al petto.

La postura
La figura è rappresentata in modo rigido ed è frontale rispetto allo spettatore. Il soggetto ha una postura sovrana.

La testa
È di proporzioni più grandi rispetto al corpo, presenta una capigliatura con grosse trecce, simile a una parrucca.

Gli indumenti
Il peplo greco decorato con motivi geometrici, i meandri, avvolge il corpo della donna. Una cintura stringe la vita e una mantellina le copre le spalle.

La gonna
Conserva la decorazione incisa col motivo del meandro. Un tempo la statua era policroma. L'abito stretto in vita richiama la scultura cretese (vedi la statua Dea dai serpenti, p. 14).



- ...and much more!
- <https://axaio.com/MadeToTag>



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