

ACCESSIBILITY FOR VIRTUAL CONFERENCES

- REMOVING OR MINIMISING BARRIERS SO THAT EVERYONE HAS EQUAL OPPORTUNITY TO SEE OR HEAR THE INFORMATION PRESENTED

ALSO INCLUDES THE FOLLOWING

- SPACE -SAFE PHYSICALLY AND EMOTIONALLY, ETHICAL AND FAIR
- BARRIER-FREE ENGAGEMENT
- FREE PARTICIPATION
- SIMPLE AND SECURE REGISTRATION
- NO ABLEIST BIASES

ROOTED IN ACCESSIBILITY CHECKLIST

FOR THE CONFERENCE WEBSITE

- HAS CLEAR LANGUAGE
- MEETS ACCESSIBILITY STANDARDS (E.G. COLOUR CONTRASTS AND FONT READABILITY)
- PROVIDES VIRTUAL TOOLS THAT MAY BE HELPFUL FOR NEURODIVERGENCE OR DISABILITIES
- INCLUDE THE SAME CONTENT IN MORE THAN ONE FORMAT WHEN POSSIBLE (E.G. SCREEN READER, ACCESSIBLE HTML AND DOWNLOADABLE PDF)

FOR THE AUDIENCE

- ATTENDANCE IS FREE
- REGISTRATION IS EASY TO NAVIGATE
- TONE IS SET WITH IT BEING A SAFE AND RESPECTFUL SPACE
- DATES AND TIMES THAT 'MOVE' TO ALLOW FOR LIVE PARTICIPATION IN DIFFERENT TIME ZONES
- LIVE AND RECORDED SESSIONS ARE AVAILABLE
- ASYNCHRONOUS OR SELF-PACED OPPORTUNITIES ARE AVAILABLE (E.G. SUBMIT QUESTIONS IN ADVANCE, VIEW THE RECORDED SESSION AND ACCESS CAPTURED CONVERSATIONS THAT ARE ANONYMOUS FROM THE PLATFORM)
- PLATFORM IS STRAIGHTFORWARD AS MUCH AS POSSIBLE (E.G. VIDEO AND WRITTEN GUIDES ON HOW TO ASK QUESTIONS, ENGAGE WITH OTHERS, AND TIPS TO HELP MAKE THE MOST OF IT)
- PLATFORM SUPPORT IS AVAILABLE DURING THE CONFERENCE
- CLOSED CAPTIONS ARE AVAILABLE (PREFERABLY IN NUMEROUS LANGUAGES)
- LIVE TRANSLATION AND AMERICAN SIGN LANGUAGE INTERPRETATION ARE AVAILABLE (IF POSSIBLE)

ADDITIONAL ITEMS FOR PRESENTERS

- AN HONORARIUM IS OFFERED FOR THEIR TIME TO PREPARE AND BE INVOLVED
- ADVANCED MEETINGS ARE SCHEDULED TO INTRODUCE THEM TO PLATFORM FEATURES FOR PRESENTATIONS AND REVIEW EXPECTATIONS RELATED TO THEIR SESSIONS
- VIDEO AND WRITTEN GUIDES ARE CREATED TO HELP THEM MAKE THE MOST OF THE PLATFORM
- SUPPORT IS AVAILABLE TO HELP DEVELOP PRESENTATION SLIDES (IF NEEDED)
- CLEAR RUN OF THE SHOW AND INSTRUCTIONS ARE CREATED FOR THE HOST AND PEOPLE IN EACH SESSION (FOR EACH DAY)
- A DIRECT JOIN LINK FOR EACH SPEAKER IS SHARED (TO REDUCE COGNITIVE BURDEN)
- OPTION TO PRE-RECORD THEIR PRESENTATION IS AVAILABLE AND SUPPORT IS AVAILABLE DURING THE CONFERENCE
- MULTIPLE WAYS TO CONTACT THE SUPPORT PERSON ARE AVAILABLE (IF NEEDED)