**Accessibility statement for uobcore.bham.ac.uk**

This accessibility statement covers the website [uobcore.bham.ac.uk] as the University of Birmingham’s internal, cloud-based system for the management of Finance, HR, Payroll, and Research Grant Management processes. The system is accessed by via ‘single-sign on’ using University credentials (username and password) and is therefore not a publicly accessible system.

This website is run by the University of Birmingham. We want as many colleagues as possible to be able to use this website effectively. For example, this means you should be able to:

* Utilise built-in screen reader option and listen to most of the website using a screen reader
* Navigate most of the website using just a keyboard
* Change contrast levels
* Change the font size
* Switch on accessibility settings to change the layout and presentation of information in the system
* Switch on accessibility settings so that the use of pop-out windows are limited
* Switch on accessibility settings so that information is not presented by having to ‘hover’ over text or icons
* Resize text up to 200% without loss of content or functionality

Additionally:

* Information is not conveyed using color
* Images that convey information have meaningful alternative text using ALT
* Images that are decorative are marked up using ALT=”” or CSS background images
* Information shown in complex images such as charts is also available in an alternative textual form (e.g. a data table)
* Titles for Objects and Applets are provided
* Controls have an associated name
* CAPTCHAs are not used

We have also made the website text as simple as possible to understand.

[AbilityNet](https://abilitynet.org.uk/) has advice on making your device easier to use if you have a disability.

**How accessible this website is**

We know some parts of this website are not fully accessible:

* You cannot modify the line height of text
* You cannot modify the spacing of text
* You cannot change the background colours without the use of additional assistive technology
* You cannot zoom to more than 200% without content or functionality being impacted

**Feedback and contact information**

If you need information on this website in a different format, such as an accessible PDF or large print please contact: csot@contacts.bham.ac.uk or call 0121 414 2080.

We will consider your request and get back to you in 10 working days.

You do not need to give us details of your disability as part of your request.

**Reporting accessibility problems with this website**

We are always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we’re not meeting accessibility requirements, contact: csot@contacts.bham.ac.uk or call 0121 414 2080. You do not need to give us details of your disability as part of your report.

**Enforcement procedure**

If you haven’t received a response to an accessible format request within 10 working days, or if you are unhappy with the response you have received from the University about any accessibility-related issue, you can make a complaint to the University by emailing accessibility-complaint@contacts.bham.ac.uk

You do not need to give us details of your disability as part of your complaint.

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018 (the ‘accessibility regulations’). If you’re not happy with how we respond to your complaint, [contact the Equality Advisory and Support Services (EASS).](https://www.equalityadvisoryservice.com/)

**Technical information about this website’s accessibility**

The University of Birmingham is committed to making its websites accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018.

**Compliance status**

This website is partially compliant with the Web Content Accessibility Guidelines Version 2.1 AA standard, due to the non-compliances listed below.

**Non-accessible content**

The content listed below is non-accessible for the following reasons.

**Non-compliance with the accessibility regulations**

* In the majority of cases instructions provided do not refer to things solely based on their sensory characteristics such as shape, size, visual location, orientation, color, or sound, and instructions provided which refer to graphics included a reference to the text alternative of the graphic. However, manager self-service graphic diagrams are read as a serial number, and employee self-service Submit resignation graphic diagram is read as a serial number. These two items fail WCAG 2.1 success criterion 1.3.3 Sensory Characteristics, and these are being actively worked on as defects by the software providers.
* Large-scale text and images of large-scale text have a contrast ratio of at least 3:1, and all other text and images of text have a contrast ratio of at least 4.5:1. However, Manager self-service task configurator page has colour contrast issue and tab names are not visible on Public Info and My Team pages. These two items fail WCAG 2.1 success criterion 1.4.3 Contrast (Minimum), and these are being actively worked on as defects by the software providers.
* The product has been tested for: the ability to perform functions from the keyboard only, and without requiring specific timings for individual keystrokes, the proper operation of unique keystrokes and access keys, including those listed in the product documentation, and the ability to use the product with OS keyboard aids: StickyKeys and FilterKeys (feature names may be different on different platforms). However, on two manager self-service actions (transfer and promote) the actions do not execute using keyboard keys. This fails WCAG 2.1 success criterion 2.1.1 Keyboard, and is being actively worked on as a defect by the software providers.
* The product has been tested to ensure that the text of links and their surrounding paragraph, list, table cell (with marked up table headers), is sufficient to describe their purpose. Where ‘Comments and Attachments’ are available to be added by the user the Add Attachments link does not open. Voice-over (for iOS) indicates the file upload is not supported for the Choose File button; however a file can be uploaded. This is misinforming the user. This fails WCAG 2.1 success criterion 2.4.4 Link Purpose (In Context).
* The following items fail WCAG 2.1 success criterion 3.3.2 Labels or Instructions:

Adding documents of record attachments with required fields results in an error, manage Enterprise HCM Information shows multiple labels for department and job, manager self service has issues reading the Approval In Progress page, tab title does not update correctly in My Team, Compensation or Talent flow. These issues are being actively worked on and treated as defects by the software providers.

**What we’re doing to improve accessibility**

The University’s Core Systems Optimisation Team will continue to monitor developments in accessibility from the software provider, and to log any new defects with accessibility to the software provider. Resolution of accessibility defects and enhancements to existing functionally are adopted by the University as part of quarterly software updates.

**Preparation of this accessibility statement**

This statement was prepared on 15th September 2020 It was last reviewed on 9th December 2020.

The website was last tested during the week commencing Monday 9th November 2020, and we continue to test and audit on a regular basis, incorporating Accessibility Testing into our quarterly regression testing cycle. The testing was carried out by University staff using a selection of automated tools, as well as manual checks. As the website contains hundreds of pages, and is used to undertake a multitude of different processes, we selected a sample of pages and processes to test based on average use, volume of traffic and content type.

Although testing has been carried out internally by the University’s Core Systems Optimisation Team, please note that this statement has been informed not only by this internal testing, but also by testing carried out by the software provider, and the relevant Accessibility Conformance Report that has been produced as a result of their testing.

You can read the full accessibility test report via the following link: <https://www.oracle.com/corporate/accessibility/templates/t2-11003.html>