



**SUMMARY OF FINDINGS
LEVEL ACCESS ASSESSMENT OF
PEOPLETOOLS 8.57 ACCESSIBILITY**



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Background

In August 2015, the Washington State Community and Technical College system implemented Oracle's PeopleSoft Campus Solutions, Human Capital Management and Financial systems referred to as ctcLink. Since the initial go-live, the State Board for Community and Technical Colleges (SBCTC) engaged with [Level Access](#) to conduct a third-party accessibility review of the ctcLink implementation. Original findings were released in August 2019.

Following that assessment, SBCTC made the decision to upgrade to PeopleTools 8.57 and requested a follow-up by Level Access. This second assessment, conducted in April 2020, focused on three self-service areas; Campus Solutions (CS), Human Capital Management (HCM) and Financials (FIN). This document is a summary of their findings.

Overall Ranking

Each self-service section received an overall ranking by Level Access. Most of the violations were the same across areas and some areas had the same violation on more than one type of component.

Section	Accessible Percentage	Number of violations
CS - Student Self-Service	77%	220
HCM - Employee Self-Service	70%	127
FIN - Employee Travel and Expense	86%	35

CS - Student Self-Service

A total of 3 use cases and 18 modules were tested during the assessment. 220 violations were identified.

Use Case Results

- Successfully login, edit and save user preferences: Pass - Optimizations Suggested
- Successfully drop a class: Pass - Minor Accessibility Problem(s)
- Successfully verify the personal information details: Pass - Minor Accessibility Problem(s)

Module Results

Number of Violations by Module

Module Name	Number of Violations
01 Student Homepage	10
02 My Preferences	10
03 Oracle PeopleSoft Sign-in	4
04 Course History	12
05 Additional Resources	13
06 View My Exam Schedule	11
07 Tasks - To Do List	10
08 Academic Progress - Requirement Details	13

Module Name	Number of Violations
09 View My Classes	11
10 Enrollment Dates	14
11 Personal Information Verification	19
12 High School Transcript - Task Details (Overlay)	8
13 My Academic Requirements	14
14 Class Search Results	15
15 Course Information	15
16 Drop Classes	9
17 Academic Progress	13
18 Evaluate My Transfer Credit	19

Number of Instances by Violation

Severity	Violation	Number of Instances
10	Ensure images provide informative alternative text	2
10	Provide a valid label for form fields	34
10	Provide alternative text for images	1
8	Avoid the sole use of device-dependent event handlers	2
8	Avoid use of placeholder values to label or explain input	1
8	Ensure content updates define focus updates appropriately	2
8	Ensure CSS background images that convey meaning have textual and visible equivalents	1
8	Ensure elements with multiple labels are rendered appropriately	1
7	Ensure custom controls provide proper textual name, role, and state information	8
7	Ensure form field labels are unique	1
7	Provide a descriptive dialog title	17
7	Provide a mechanism for skipping past repetitive content	16
7	Provide an informative, context-sensitive page title	16
6	Avoid the use of implicit headings	4
6	Ensure data table header elements are provided in the same table as content	1
6	Ensure implicit list markup is avoided	2
6	Ensure link text is meaningful within context	3
6	Ensure markup documents contain well-formed elements	34
6	Ensure that instructive text is placed at the beginning of a form	1
6	Provide fieldsets for groups of form controls	2
5	Avoid inappropriate use of ARIA roles, states, and properties	8
5	Avoid using nested data tables	4
5	Ensure ARIA roles, states, and properties are valid	21
4	Ensure data table headers cells are not blank	3
4	Ensure table captions are provided explicitly	1

Severity	Violation	Number of Instances
4	Ensure text and images of text provide sufficient contrast	1
3	Ensure containing elements allow text resize without loss of functionality.	1
3	Ensure content that is intended to be hidden from all users is not rendered by assistive technology	3
3	Ensure data tables do not contain blank rows or columns for presentation purposes	1
3	Ensure heading level matches the heading's visual importance/level	12
3	Ensure headings and labels are descriptive and unique	4
3	Ensure layout tables indicate their use for presentation purposes	5
3	Ensure related links are grouped	1
2	Avoid redundant alt text for images with adjacent text or links	5
2	Provide suggestions for error messages when known	1

HCM - Employee Self-Service

A total of 2 use cases and 11 modules were tested during the assessment. 127 violations were identified.

Use Case Results

- Successfully navigate to and request for an absence: Pass - Minor Accessibility Problem(s)
- Successfully report the semi-monthly hours: Fail - Severe Accessibility Problem(s)

Module Results

Number of Violations by Module

Module Name	Number of Violations
01 Sign-in	6
02 First User Login	11
03 Report Time	13
04 W-2/W-2c Fluid View Forms	7
05 Direct Deposit	12
06 Paychecks	11
10 Sprint 2: Request Absence	10
11 Sprint 2: Request Absence (Partial Day Modal)	7
12 Sprint 2: Employee Self Service Homepage	6
13 Sprint 2: Fluid Timesheet (Week 1 of 3)	22
14 Sprint 2: Fluid Timesheet (Week 3 of 3)	22

Number of Instances by Violation

Severity <small>Error! Bookmark not defined.</small>	Violation	Number of Instances
10	Ensure color is not the sole means of communicating information	3
10	Ensure images provide informative alternative text	2
10	Provide a valid label for form fields	11
8	Avoid using event handlers that trigger focus or context changes on user input	4
8	Ensure content updates define focus updates appropriately	1
8	Ensure elements with multiple labels are rendered appropriately	2
8	Ensure JavaScript functionality is accessible from the keyboard	1
8	Ensure that the reading order of content is logical	8
7	Ensure custom controls provide proper textual name, role, and state information	32
7	Provide a descriptive dialog title	10
7	Provide a mechanism for skipping past repetitive content	7
6	Ensure error messages are explicitly indicated at the beginning of a form after submit	7
6	Ensure markup documents contain well-formed elements	9
6	Ensure pages use the title element	1
6	Ensure the focus order of interactive elements on the page is logical	1
5	Avoid inappropriate use of ARIA roles, states, and properties	6
5	Ensure ARIA roles, states, and properties are valid	4
4	Ensure accessible usage of time based sessions and timed responses	1
4	Ensure data table headers cells are not blank	4
4	Ensure keyboard focus returns properly from dialogs	3
4	Ensure new windows do not open without user control	1
4	Ensure text and images of text provide sufficient contrast	3
3	Ensure content that is intended to be hidden from all users is not rendered by assistive technology	3
3	Ensure heading level matches the heading's visual importance/level	1
3	Ensure layout tables indicate their use for presentation purposes	2

FIN - Employee Travel and Expense

A total of 1 use case and 7 modules were tested during the assessment. 35 violations were

identified.

Use Case Results

- Successfully complete the Travel Authorization form: Fail - Major Accessibility Problem(s)

Module Results

Number of Violations by Module

Module Name	Number of Violations
01 NavBar Navigator	9
02 Create Travel Authorization	10
03 Create Cash Advance Confirm	5
04 View Cash Advance	2
05 Expense Report History	3
06 Location Lookup	3
07 Expense Report Entry	3

Number of Instances by Violation

Severity <small>Error! Bookmark not defined.</small>	Violation	Number of Instances
10	Ensure color is not the sole means of indicating error messages	2
10	Ensure headers and cells are properly associated	2
10	Provide a valid label for form fields	3
9	Ensure fields indicate attached menus	1
8	Ensure all interactive functionality is operable with the keyboard	1
8	Ensure calendar components do not use color alone to convey selection/meaning	1
8	Ensure dialogs use proper structure	1
7	Ensure custom controls provide proper textual name, role, and state information	2
7	Ensure frame titles are meaningful	1
7	Provide a mechanism for skipping past repetitive links by means of visible links.	1
6	Ensure link text is meaningful when taken out of context	1
6	Ensure link text is meaningful within context	2
5	Avoid inappropriate use of ARIA roles, states, and properties	1
5	Ensure ARIA roles, states, and properties are valid	5
5	Ensure links that spawn dialogs indicate the fact	1

Severity <small>Error! Bookmark not defined.</small>	Violation	Number of Instances
4	Ensure calendar components do not use color alone to convey selection/meaning	1
4	Ensure data table headers cells are not blank	1
3	Ensure layout tables indicate their use for presentation purposes	3
3	Ensure list items are found in a list container	1
3	Ensure related links are grouped	1
2	Avoid redundant alt text for images with adjacent text or links	3