# Performing a Quick Test

## What is a Quick Test?

A Quick Test is used to swiftly and efficiently evaluate the accessibility of an information technology product or service (e.g. software, digital applications, electronic content, etc.).

# Instructions

1. Fill Out the Product Information Section below:

|  |  |
| --- | --- |
| **Name (and version if applicable) of Product** |  |
| **Browser name and version** |  |
| **Date of Quick Test** |  |
| **Tester Name** |  |
| **Overall Health Rating\*** |  |
| **Comments** |  |

\* Good=no major barriers to access / Fair=one or more issues significantly difficult to overcome / Poor=one or more insurmountable issues

1. Determine 2 – 4 typical use cases for the digital product and document then in the Test Results section below. Typical use cases should include the basic functionality that a typical OhioLINK end user (student or faculty) would use. Examples could be “perform a basic search” “perform advanced search” “find and read an article”
2. Open/Log In to the product/service and complete tests
3. When you’re done, create a folder here: P:\ohiolink\AccessibilityInfo\QuickTestingResults\2020Q1 and save the document with the name of vendor and/or product, monthyear, and your name *ex. AffordableLearningLibGuide\_January2020\_Cobb.docs*

# Test Results

For more on keyboard only accessibility -- <https://webaim.org/techniques/keyboard/>

If the accessibility rating is fair or poor:

* 1. Indicate what the blocker is (i.e. what function you cannot perform with the keyboard)
  2. Include the page or in which part of the application the blocker is located. (URL if possible)
  3. Be specific so that another person could reproduce the problem

## Use Case 1

<description of use case>

|  |  |  |  |
| --- | --- | --- | --- |
| **Result** | Good | Fair | Poor |
| **Findings** | Test 1: Check if there is anything on the page that can only be used by utilizing a mouse and can’t be activated by just using the keyboard.  Test 2: Look at the navigation of the page – does the “Tab” key allow you to move logically through the major sections of the page in order, or does it skip around randomly?  Test 3: Is the keyboard focus clearly visible? (i.e. When you use “Tab” to move around the page, can you easily locate where you are on the page, or is it hard to determine?)  Test 4: If pop-up boxes appear, can you close them using just the “Esc” button? | | |

## Use Case 2

<description of use case>

|  |  |  |  |
| --- | --- | --- | --- |
| **Result** | Good | Fair | Poor |
| **Findings** | Test 1: Check if there is anything on the page that can only be used by utilizing a mouse and can’t be activated by just using the keyboard.  Test 2: Look at the navigation of the page – does the “Tab” key allow you to move logically through the major sections of the page in order, or does it skip around randomly?  Test 3: Is the keyboard focus clearly visible? (i.e. When you use “Tab” to move around the page, can you easily locate where you are on the page, or is it hard to determine?)  Test 4: If pop-up boxes appear, can you close them using just the “Esc” button? | | |

## Use Case 3

<description of use case>

|  |  |  |  |
| --- | --- | --- | --- |
| **Result** | Good | Fair | Poor |
| **Findings** | Test 1: Check if there is anything on the page that can only be used by utilizing a mouse and can’t be activated by just using the keyboard.  Test 2: Look at the navigation of the page – does the “Tab” key allow you to move logically through the major sections of the page in order, or does it skip around randomly?  Test 3: Is the keyboard focus clearly visible? (i.e. When you use “Tab” to move around the page, can you easily locate where you are on the page, or is it hard to determine?)  Test 4: If pop-up boxes appear, can you close them using just the “Esc” button? | | |

## Use Case 4

<description of use case>

|  |  |  |  |
| --- | --- | --- | --- |
| **Result** | Good | Fair | Poor |
| **Findings** | Test 1: Check if there is anything on the page that can only be used by utilizing a mouse and can’t be activated by just using the keyboard.  Pass  Test 2: Look at the navigation of the page – does the “Tab” key allow you to move logically through the major sections of the page in order, or does it skip around randomly?  Fail – tab order isn’t logical. On main page, order tabs go through the links at the top, then to calendar instead of to main section or left menu  Test 3: Is the keyboard focus clearly visible? (i.e. When you use “Tab” to move around the page, can you easily locate where you are on the page, or is it hard to determine?)  Fail – no focus on left side bar items  Test 4: If pop-up boxes appear, can you close them using just the “Esc” button?  Pass – didn’t find any popups | | |

## Use Case 5

<description of use case>

|  |  |  |  |
| --- | --- | --- | --- |
| **Result** | Good | Fair | Poor |
| **Findings** | Test 1: Check if there is anything on the page that can only be used by utilizing a mouse and can’t be activated by just using the keyboard.  Pass  Test 2: Look at the navigation of the page – does the “Tab” key allow you to move logically through the major sections of the page in order, or does it skip around randomly?  Fail – tab order isn’t logical. On main page, order tabs go through the links at the top, then to calendar instead of to main section or left menu  Test 3: Is the keyboard focus clearly visible? (i.e. When you use “Tab” to move around the page, can you easily locate where you are on the page, or is it hard to determine?)  Fail – no focus on left side bar items  Test 4: If pop-up boxes appear, can you close them using just the “Esc” button?  Pass – didn’t find any popups | | |