Zoom Accessibility:

**Accessibility Features:**
- Closed Captioning
- Keyboard Accessibility
- Automatic Transcripts
- Screen Reader Support

**Closed Captioning:**
- Meeting attendees can be designated by the host to add closed captioning
- Closed captioning can be typed by the host, co-host, or a panelist
- Closed captions can be typed directly into a pop-up window in Zoom
- Third party services can be integrated
- Vitac is one company the Graduate School has used:
  48 hours advance notice to become acquainted with relevant terms, etc.
  Screenshots showed “Closed Captioner” as a participant in Zoom meeting
  Active captions with CC button, transcript available after the meeting

**Keyboard Accessibility:**
- Keyboard shortcuts available for Windows and Mac
- Allow use of Zoom without using your mouse
- Good for accessibility, but potentially useful for everyone
- Have to enable Keyboard Shortcuts before using through settings menu
- Examples: Host can mute or unmute audio for everyone except the host, start/stop screen share, switch to active speaker or gallery view, show/hide in-meeting chat panel, raise/lower hand

**Automatic Transcripts:**
- Audio transcript option under cloud recording
- Automatically transcribe the audio of a meeting or webinar recorded to the cloud
- After being processed, will appear as a separate text file in the list of recorded meetings
- Supposed to give the option to display the transcript text within the video itself, similar to closed captioning
- Each transcript is divided into sections with timestamps
- Transcript text is editable for accuracy of words and addition of capitalization and punctuation
- Users can then search the transcript using keywords

**Screen Reader Support:**
• Zoom works without a screen
• Website states that they follow the latest accessibility standards to be accessible to the latest screen readers
• Zoom meets WCAG 2.1 AA Standards (Cornell meets WCAG 2.0 AA standards)
• They have a list of accessibility documents on the main accessibility page of their website
• Anyone with questions about accessibility is encouraged to email Zoom or open a support ticket with Zoom