

Simplified Checklist for Ebook Quality Assurance Checking

This checklist covers the basics — if you can say yes to each one, then your book meets the Web Content Accessibility Guidelines (WCAG), Level AA, and the EPUB Accessibility Specification.

Feature	Yes/No/ Not Applicable	Required/Recommended
Add alt-text for all non-decorative images		Required
Ensure that decorative images are properly marked up		Recommended
Ensure that the book's content is in the correct reading sequence		Required
Ensure that headings are marked up as HTML headings, and cascade in the correct order		Required
Update the <title> elements for each document, so that they are descriptive		Required
Ensure that links have useful link text		Required
Ensure that internal links (like links from the table of contents, of between foot/endnotes and the text) are working		Required
Ensure that if there are footnotes or endnotes, the user can easily return to the text from the note (either by linking the note number, or by adding a link with text like "Return to text")		Required
Add language declarations to the OPF <package> element, and to the <html> element for each document		Required
Mark up language shifts where appropriate		Required
Ensure that accessibility metadata is included		Required
Ensure that all text styling and spacing comes from the CSS — no inline styling should be used		Required
Ensure that the book opens to the cover page		Recommended
Use ARIA roles		Recommended
Set the title page as text, if possible — if not, be sure to add alt-text		Recommended (Note: if the title page is set as an image, alt-text is required)
If possible, add page navigation and a page list		Required
Mark context breaks up with an <hr /> element		Recommended
Ensure that all text and background (even images of text) meet colour contrast requirements		Required

Advanced Checklist for Ebook Quality Assurance Checking

If you are a little more comfortable with EPUB, and want to be confident that you are going above and beyond when it comes to including accessibility features, use this checklist. It includes some additional features, and also breaks some features down.

Category	Question	Yes/No/ Not Applicable	Required/ Recommended
EPUB Version	Is the book in EPUB 3 format?		Recommended
EPUB Version	Is the book reflowable (not fixed layout)?		Recommended
EPUB Version	If the book is in fixed layout, does it need to be? (i.e., is it an image-heavy publication?)		Required
Language	Does the <package> element of the OPF file have an xml:lang attribute that specifies the language of the metadata?		Required
Language	Is the <dc:language> tag listed in the metadata section of the OPF file, with the correct language of the book?		Required
Language	Is the language declared in the <html> tag at the top of each content document, with both the lang and xml:lang attributes?		Required
Language	Are passages in a secondary language marked up with lang and xml:lang attributes?		Recommended
Accessibility metadata	Is accessibility metadata included in the OPF file?		Required
Image descriptions	If the cover page is set as an image, is it described?		Required
Image descriptions	If the title page is set as an image, is the textual information included in the alt-text?		Required
Image descriptions	Are logos described?		Required
Image descriptions	Are all other non-decorative images described?		Required
Image descriptions	Are decorative images coded with an empty alt attribute and an ARIA role of "presentation"?		Required
Colour contrast	Is there sufficient colour contrast between text and background? (Note that this also applies to images of text)		Required
Page navigation	Does the book have page navigation?		Required
Page navigation	Is a page list included in the navigation file?		Required

Category	Question	Yes/No/ Not Applicable	Required/ Recommended
Page navigation	If the page numbering is based on a print edition, is the pagination source included in the OPF file?		Required
Page navigation	Are page breaks coded with proper markup so they can be read by assistive technology?		Required
Document titles	Do the <title> tags of content documents accurately describe their content?		Required
Headings	Are HTML headings (<h1> to <h6>) used for every section that has a heading (like parts, chapters, etc.)?		Required
Headings	Are <section> tags with ARIA roles or aria-labels used for sections without headings (like cover, title page, etc.)?		Required
Headings	Is a single heading used for each section, even if it breaks over two lines?		Required
Headings	Have all heading tags been used correctly? (i.e., heading tags only mark up headings, and are not used to force text to look a certain way visually)		Required
Headings	Is heading hierarchy correct?		Required
Sections	Are <section> tags used for main sections of the book?		Recommended
Navigation	Can all documents listed in the spine section of the OPF file be reached from the navigation pane?		Required
Navigation	Is the list of sections in the navigation file organized hierarchically, using nested lists if applicable?		Required
Navigation	If the book has a table of contents in the body matter, are entries linked?		Recommended
Navigation	If the book has a table of contents in the body matter, are entries organized hierarchically in a list, similar to the navigation file?		Recommended
Tables	If there are tables, are they marked up correctly?		Required
Tables	If there are images of tables, is an HTML version available elsewhere, such as a long description?		Required

Category	Question	Yes/No/ Not Applicable	Required/ Recommended
Tables	If tables have captions at the beginning, has a <code><caption></code> tag been used to associate the caption with the table?		Recommended
Tables	Does the book use CSS for laying out text, instead of forcing ?		Required
Math/Chemistry	Are mathematical and chemistry marked up with MathML and ChemML, or do they include adequate alt text if set as an image?		Required
Links	If the book includes URLs in the text, are they marked up as links?		Required
Links	Do all links have useful link text?		Required
Links	Is link text descriptive and concise?		Required
Footnotes and endnotes	Are footnote and endnote references linked to their corresponding notes?		Required
Footnotes and endnotes	Do footnotes and endnotes have a link to return to their note reference in the text?		Required
Footnotes and endnotes	If there are footnotes, are they marked up using <code><aside></code> tags?		Recommended
Block quotations	Are block quotations marked up with <code><blockquote></code> tags?		Recommended
Emphasis	Is emphasized content marked up with proper semantic elements (e.g., <code></code> , <code><i></code> , <code></code> , <code></code>)		Recommended
Drop caps	If there are drop caps, does the code in content documents avoid splitting words with <code></code> tags?		Recommended
Capitalization	If there is content in all capital letters, is it marked up correctly (i.e., using the <code>font-variant:small-caps</code> in the CSS)?		Recommended
Text styling	Does all styling come from CSS? (There should be no inline styling)		Required
Sidebars	If there are sidebars, are they marked up with <code><aside></code> tags?		Required
Figures	If there is content with captions (such as illustrations, photographs, etc.), is it the image marked up with a <code><figure></code> element, and the caption with <code><figcaption></code> ?		Recommended

Category	Question	Yes/No/ Not Applicable	Required/ Recommended
Lists	Are lists used to mark up sections like table of contents, bibliographies, and indexes?		Recommended
Lists	If there are obvious lists of items in the body matter of the book, are they marked up as lists, and not paragraphs?		Recommended
Context breaks	If there are context breaks, are they marked up with <code><hr /></code> elements?		Recommended
Media overlays	If the book includes media overlays, are they synchronized with the text?		Required
Media overlays	If the book includes media overlays, are skippable and escapable structures marked up?		Required