

Make content accessible

Consider the needs of every student and common accessibility tips as you design learning materials.

Slides

- Use consistent styles, for example, use built in layouts in Powerpoint and Google slides or create your own custom styles
- Declutter slides to focus on one key idea
- Minimise the amount of text and use large, easy to read font sizes
- Check for high contrast between foreground and background colours.

Documents

- Use headings and subheadings to break up the content and support navigation
- Avoid overuse of italics and underline for emphasis – use bold sparingly, if necessary
- Left-align content for improved readability
- Write descriptive links to show where links will take the reader.

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