

AppliTrack-Screen Reader Accessibility Tips

Greetings future applicants,

We are happy to have you with us. If you use a screen reader we have made this guide available to you to make your new adventure with the Arizona State Schools for the Deaf and the Blind as pleasurable and easy as possible.

- Screen readers from Mac, PC, or ChromeOS can navigate the application sections by heading
- Read each section thoroughly before answering the related questions
- Users can use list commands to move to the navigation panel
- Use standard keyboard commands to pick dates or any other dropdown information in the application
- When you encounter radio buttons use screen reader next radio button command “A” on the keyboard or the applicable key for you screen reader software
- The Navigation Panel will take you through each step/section of the application process
- The application will identify required fields by a red asterisk and your screen reader should prompt you by telling you that field is required.
- Vacancies Desired is the page of the application where you will select the positions you are seeking
 - When on this page if you press the tab key it will automatically scroll that same page, it will not redirect you to the next application page until you have reached the bottom of the list
- The Education Application Page is where you enter all of your higher education. Please note the following:
 - If you enter the name of a college/university/institution, you must also enter the From and To dates of

attendance. It will not allow you to submit your application without those fields filled in

- Enter 9999 in the year box for unknown information.
- Criminal Background Information-listen to the speech prompts in full before moving on to answer the questions. Please be aware that there is a list of 120-160 criminal activities that it wants you to be aware of.
 - There is only one Yes/No response option and then an explanation box at the bottom if you selected Yes

Thank you for taking the time to read our accessibility guide. If you have further questions or need additional assistance please feel free to reach out to us. We can schedule you an appointment for application help.

Contact us:

Recruitment@asdb.az.gov

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