

Improving Website Accessibility

[Website accessibility](#) refers to the degree to which all people, regardless of disability or impairment, are able to easily use a website. Not every user is able to see images on a webpage, or use a keyboard, or mouse, or touch screen to interact with a page.

People with a range of vision problems, for instance, may use technology such as screen magnification, text-to-speech programs, screen readers and computer braille display to read a webpage and navigate through a website.

Individuals with degrees of cognitive impairment

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This dialog box will appear:

You'll notice a field called Image Description. That is what becomes the alt text for the image.

If this is the first time you are uploading this image, this field might be blank.

Fill in this field by describing the image as if the user is unable to see it themselves.

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That will open the "Insert Link" dialog box.

In the "Link Source" field, click on "Choose file, page or link" to open a slide-out menu.

Use the "Browse" function to find the page, document or link that you want to embed in the button and select that item.

Click "Choose" in the upper right corner, and then click "OK." Whatever asset you want to embed in the button will appear in the Link Source field.

Click "Ok" in blue at the bottom of the dialog box. The button is now complete.