



WorkCentre 3550

Voluntary Product Accessibility Template (VPAT)

Compliant with minor exceptions

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Summary Table – Voluntary Product Accessibility Template (VPAT)

Criteria	Supporting Features	Remarks and explanations
Section 1194.21 Software Applications and Operating Systems	Some limitations exist	Compliant with a minor exception concerning setting Copy Job features. Xerox Copier Assistant is not supported by this product.
Section 1194.22 Web-based internet information and applications	Supports	The product is compliant with Rule 1194.22.
Section 1194.23 Telecommunications Products	Not applicable	The product is not a telecommunications product.
Section 1194.24 Video and Multi-media Products	Not applicable	The product is not a video or multi-media product.
Section 1194.25 Self-Contained, Closed Products	Some limitations exist	Compliant with a minor exception concerning Copy and Scan functions
Section 1194.26 Desktop and Portable Computers	Not applicable	No computer is sold as part of the product.
Section 1194.31 Functional Performance Criteria	Some limitations exist	Compliant with a minor exception concerning Copy and Scan functions.
Section 1194.41 Information, Documentation, and Support (Added by Xerox) This rule covers accessibility of documentation, training and support for IT products. Xerox includes rule 41 in all its assessments.	Supports	The centralization of documentation, training, and support services for most Xerox products allows us to achieve compliance across the corporation.

Criteria	Supporting Features	Remarks and explanations
(a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.	Some limitations exist	Some commands that can be described textually cannot be executed from the keyboard. This applies to Copy and Scan operations only
(b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.	Supports	The product software does not override or disable accessibility features of the host operating system or other software possessing features that have been developed and documented according to industry standards.
(c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes.	Some limitations exist	A well defined, on-screen indication of the current focus that moves among interactive interface elements as the input focus changes is not provided. This applies to Copy and Scan functions.
(d) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the image must also be available in text.	Some limitations exist	The program code does not make available the identity, operation, and state of some or all of the program's user interface elements to Assistive Technology. This applies to Copy and Scan functions.
(e) When bitmap images	Supports	Bitmap image meanings remain consistent throughout the

Criteria	Supporting Features	Remarks and explanations
are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.		application.
(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.	Supports	All textual information is provided through operating system functions.
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Supports	The product software does not override user-selected contrast and color selections and other individual display attributes.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Not applicable	Animation is not used for control elements or relevant text.
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Not applicable	The product software does not use color coding.
(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Not applicable	The application does not permit a user to adjust color and contrast settings.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Not applicable	The flash rate of flashing elements is greater than 2 Hz or less than 55 Hz.
(l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Not applicable	No electronic forms are offered.

Criteria	Supporting Features	Remarks and explanations
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Not applicable	No important non-text elements are used.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Not applicable	No multimedia presentations are included with the application.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supports	All information conveyed with color is also conveyed by alternative means.
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Supports	Web pages use style sheets and can be read accurately by browsers that do not support style sheets and by browsers that have disabled the support for style sheets.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not applicable	No image maps with active regions are used.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	Not applicable	No image maps with active regions are used.
(g) Row and column headers shall be identified for data tables.	Some limitations exist	Row and column headers of data tables do not use appropriate tags according to the language used. Web interface may not be used for Copy and Scan functions.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Some limitations exist	Data cells and header cells are not associated using appropriate tags according to the language used. Web Interface may not be used for Copy and Scan functions.
(i) Frames shall be titled with text that facilitates frame identification and navigation	Some limitations exist	Frames do not possess labels that facilitate frame identification and navigation. Web Interface may not be used for Copy and Scan functions.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Some limitations exist	Web pages use flashing elements, and the flash rate is greater than 2 Hz or less than 55 Hz. Web Interface may not be used for Copy and Scan functions.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web	Not applicable	No text-only pages are provided.

Criteria	Supporting Features	Remarks and explanations
site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.		
(l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.	Some limitations exist	Information provided by a scripting language is not supported by functional text and/or cannot be read by Assistive Technology in the Copy and Scan functions.
(m) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with §1194.21(a) through (l).	Not applicable	Plug-ins, applets, or other applications are not required to interpret page content. Web Interface maynot be used for Copy and Scan functions.
(n) When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Some limitations exist	Electronic forms do not allow people using Assistive Technology to accurately complete and submit the forms as the Copy and Scan functions are not supported by the Web Interface.
(o) A method shall be provided that permits users to skip repetitive navigation links.	Some limitations exist	A method is not provided that permits users with Assistive Technology to skip repetitive navigation links as the copy and Scan functions are not supported by the Web interface.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not applicable	No time-out sensitive selections exist.

Note to 1194.22: The Board interprets paragraphs (a) through (k) of this section as consistent with the following priority 1 Checkpoints of the Web Content Accessibility Guidelines 1.0 (WCAG 1.0) (May 5 1999) published by the Web Accessibility Initiative of the World Wide Web Consortium: Paragraph (a) - 1.1, (b) - 1.4, (c) - 2.1, (d) - 6.1, (e) - 1.2, (f) - 9.1, (g) - 5.1, (h) - 5.2, (i) - 12.1, (j) - 7.1, (k) - 11.4.

Criteria	Supporting Features	Remarks and explanations
(a) Self contained products shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology.	Some limitations exist	Assistive devices are not permanently attached to the product. For printing, both the print drivers and the web submission interface provide interfaces to assistive technologies in the form of screen readers.
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Supports	A time-out alert feature is present and controllable.
(c) Where a product utilizes touchscreens or contact-sensitive controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Supports	The product uses a touch screen or contact-sensitive controls, and an input method is provided that complies with 1194.23(k)(1) through (4).
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not applicable	Biometric forms are not used.
(e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at anytime.	Not applicable	There is no auditory output. There is no voice output.
(f) When products deliver voice output in a public area, incremental volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45 dB, a volume gain of at least 20 dB above the ambient level shall be user selectable. A function shall	Not applicable	There is no voice output.

Criteria	Supporting Features	Remarks and explanations
be provided to automatically reset the volume to the default level after every use.		
(g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supports	Color coding and additional means of unique identification (e.g., text and symbols) are used.
(h) When a product permits a user to adjust color and contrast settings, a range of color selections capable of producing a variety of contrast levels shall be provided.	Not applicable	There are no color contrast settings.
(i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supports	The flash rate of flashing elements does not fall between 2 Hz and 55 Hz.
(j) (1) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the product within the 48 inch length on products which are freestanding, non-portable, and intended to be used in one location and which have operable controls.	Not Applicable	The product is portable and can be placed on an appropriate desk or table for use.
(j)(2) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor.	Not Applicable	The product is portable and can be placed on an appropriate desk or table for use.
(j)(3) Products which are freestanding, non-portable,	Not Applicable	The product is portable and can be placed on an appropriate desk or table for use.

Criteria	Supporting Features	Remarks and explanations
and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor.		
(j)(4) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than 24 inches behind the reference plane.	Not Applicable	The product is portable and can be placed on an appropriate desk or table for use.

Section 1194.31 Functional Performance Criteria – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.	Supports	All areas requiring user interaction provide at least one mode of operation and information retrieval that does not require user vision.
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.	Some limitations exist	All areas requiring visual user interaction with visual acuity better than 20/70 do not support screen enlargement and voice output or Assistive Technology. Due to touch screen technology and the use of Copying or Scanning, limitations exist for changing screen resolutions.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided	Supports	No operations require user hearing.
(d) Where audio	Not applicable	No audio information is required for use of the product.

Criteria	Supporting Features	Remarks and explanations
information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.		
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.	Supports	No operations require speech.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Supports	No operations require fine motor control or simultaneous actions.

**Section 1194.41 Information, Documentation and Support - Detail
(Xerox Addition to VPAT)**

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Criteria	Supporting Features	Remarks and explanations
(a) Product support documentation provided to end-users shall be made available in alternate formats.	Supports	Product support documentation is available in alternate format.
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supports	Accessibility and compatibility information is available on www.xerox.com/section508/ .
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supports	Xerox provides support services that accommodate the communication needs of end-users with disabilities.

What is the Voluntary Product Accessibility Template (VPAT)?

The purpose of the Voluntary Product Accessibility Template is to assist Federal contracting officials in making preliminary assessments regarding the availability of commercial Electronic and Information Technology products and services with features

that support accessibility. It is assumed that offerers will provide additional contact information to facilitate more detailed inquiries.

The first table of the Template provides a summary view of the section 508 Standards. The subsequent tables provide more detailed views of each subsection. There are three columns in each table. Column one of the Summary Table describes the subsections of subparts B and C of the Standards. The second column describes the supporting features of the product or refers you to the corresponding detailed table, "e.g., equivalent facilitation." The third column contains any additional remarks and explanations regarding the product. In the subsequent tables, the first column contains the lettered paragraphs of the subsections. The second column describes the supporting features of the product with regard to that paragraph. The third column contains any additional remarks and explanations regarding the product.

User Tasks Assessed

For the WorkCentre 3550, general user tasks were assumed to be programming and running jobs. According to the Federal Access Board, tasks such as clearing jams, loading supplies, adding paper are considered maintenance tasks and are not included in this summary.

Xerox Product Accessories for People with Disabilities

In addition to the award-winning Xerox Copier Assistant, Xerox provides additional accessories for people with disabilities; for example:

- Braille enablement – Pressure sensitive labels allow Braille to be added to almost any copier control console.
- Angled console – This kit, which is currently available for a number of models, inclines the copier console, allowing wheelchair users to view and reach the controls.
- Footswitch – An electrically operated switch which is available on many models, can be used to actuate the "Start Print" button.

For additional information on these and other accessories, contact your Xerox sales representative or call 1-800-ASK-XEROX (1-800-275-9376).