

Siteimprove guidance notes

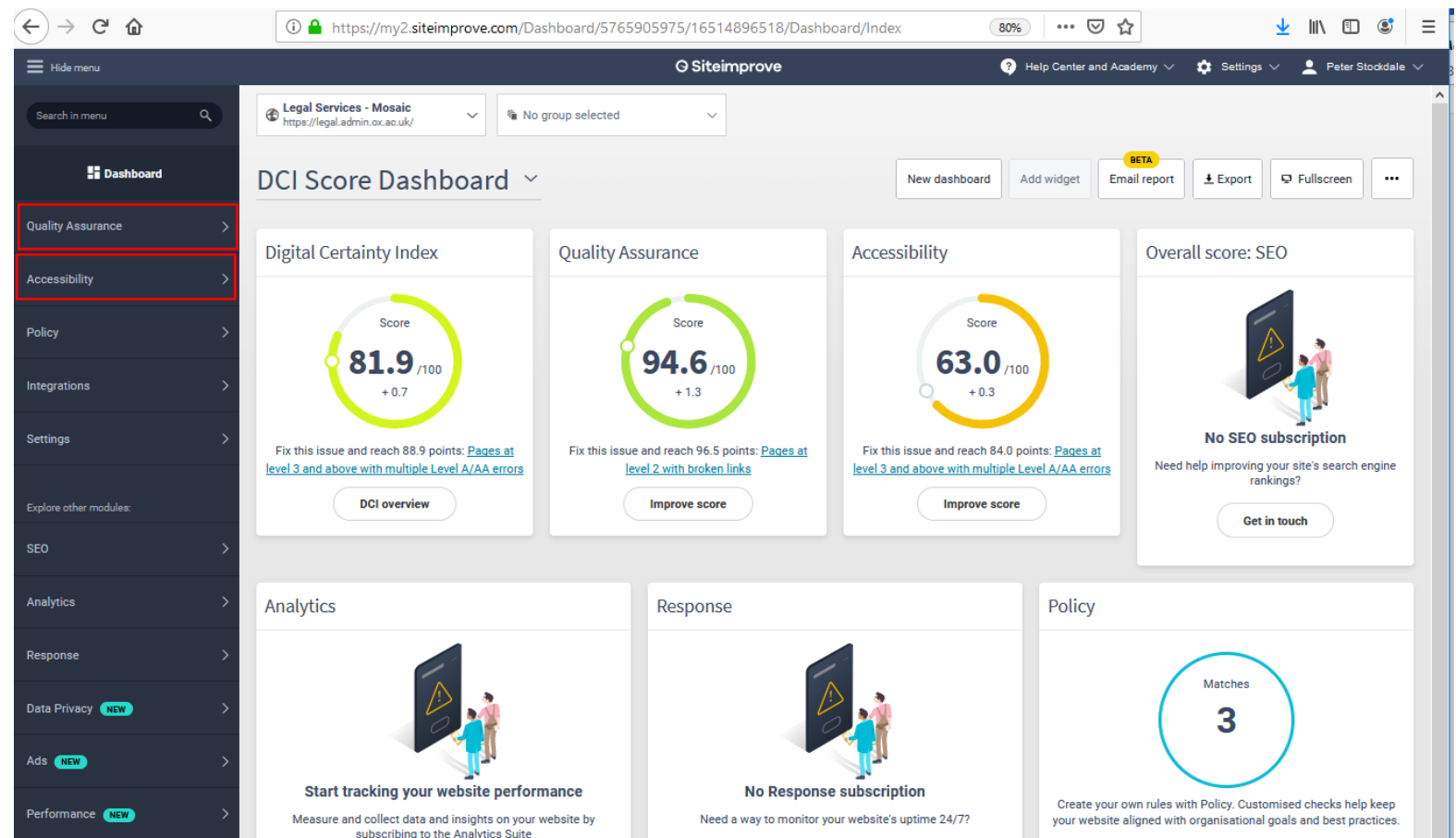
- Siteimprove scans your site every five days. It therefore may be slightly out of date.
- Whilst you can ask it to rescan your site, or individual pages, this takes a long time.
- Siteimprove cannot be used to edit your site. You have to make the edits on the site itself.
- Siteimprove does not check content which is behind SSO.
- It can only check pdfs which are on Mosaic - it cannot check documents which are held on Sharepoint, and other document types held on Mosaic.

Your landing page – called the Dashboard – is as below. Do not be too concerned with the numbers as they can be affected by factors outside your control, though anything you can do to improve the score is obviously beneficial.

The links to the relevant section are in the left-hand menu.

Spelling, links, and the inventory of your site is in Quality Assurance

Issues of accessibility are listed in Accessibility



Broken links on webpages

You can look at a list of broken links (the 'Broken Links' page) or a list of pages which include broken links ('Pages with Broken Links')

Click the magnifying glass to see a snapshot of the page, showing where the broken link is situated.

Click the numbers to show a list of pages where the broken link is found

The 'ignore' option can be used to add the link to a list of those which will not be flagged again. This can be used, for example, when the link takes you to content behind SSO – i.e. the link is correct but Siteimprove cannot access it.

Click the arrow to open the (broken) link.

Broken Links

4 Broken Links

All unique broken links on this site. If a link seems to work fine in your browser but is listed on this page, you can learn about the [different scenarios where false positive broken links might occur](#).

help Export

HTTP status code All link types Search: Broken link

<input type="checkbox"/>	Broken link	Pages	First detected	HTTP status	<input type="checkbox"/>
<input type="checkbox"/>	http://www.legal.admin.ox.ac.uk	34	29/05/2019	Can't resolve hostname	<input type="checkbox"/>
<input type="checkbox"/>	http://proctors.ox.ac.uk	34	03/06/2019	Can't resolve hostname	<input type="checkbox"/>
<input type="checkbox"/>	https://compliance.admin.ox.ac.uk/photography-and-gdpr-toolkit	34	12/08/2019	Unable to connect	<input type="checkbox"/>
<input type="checkbox"/>	http://www.it.ox.ac.uk/infosec/ispolicy/	1	17/08/2019	404: Not Found	<input type="checkbox"/>

Showing all 4 items Show 20 items per page

HTTP status gives reasons why the link may be broken:

- Unable to connect or 403 error – probably behind SSO or similar system on an external site
- 404 – the link is likely to be wrong
- 410 – the link likely was correct, but the page is now known to have moved
- Can't resolve hostname – a problem with the domain (e.g. missing www) or formatting of the link (e.g. a web address in an email link)
- Timed out – A possible error with the crawler or host site, so check the accuracy of the link as it may be OK

Click the page title to open a snapshot of the page, showing where the broken link is situated.

Click the arrow icon to open the page

Click the number of broken links to show what is broken on each page. This list responds like the broken link list on the previous page

The recheck icon can be used to ask Siteimprove to rescan that page

Dashboard

Pages with Broken Links

34 Pages with Broken Links

See all the pages where broken links have been found. If a link seems to work fine in your browser but is flagged here, you can learn about the [different scenarios where false positive broken links might occur](#).

help Export

Page level URL Search

	↕ Title	↕ URL	↕ Broken links	↕ Page level
<input type="checkbox"/>	Home - new Compliance	https://compliance.admin.ox.ac.uk	3	1
<input type="checkbox"/>	Guide to information Compliance	https://compliance.admin.ox.ac.uk/guide-to-information	4	2
<input type="checkbox"/>	How we use your data Compliance	https://compliance.admin.ox.ac.uk/how-we-use-your-data	3	2
<input type="checkbox"/>	Undergraduate applicant privacy policy Compliance	https://compliance.admin.ox.ac.uk/privacy-policy-and-consent/undergraduate-student-applicants	3	2
<input type="checkbox"/>	Postgraduate applicant privacy policy Compliance	https://compliance.admin.ox.ac.uk/postgraduate-applicant-privacy-policy	3	2
<input type="checkbox"/>	Student privacy policy Compliance	https://compliance.admin.ox.ac.uk/student-privacy-policy	3	2
<input type="checkbox"/>	Staff privacy policy Compliance	https://compliance.admin.ox.ac.uk/staff-privacy-policy	3	2
<input type="checkbox"/>	Submit an information request Compliance	https://compliance.admin.ox.ac.uk/submit-an-information-request	3	2
<input type="checkbox"/>	Submit a Subject Access Request (SAR) Compliance	https://compliance.admin.ox.ac.uk/submit-a-subject-access-request-sar	3	2
<input type="checkbox"/>	Other information requests Compliance	https://compliance.admin.ox.ac.uk/other-information-requests	3	2
<input type="checkbox"/>	Publication Scheme Compliance	https://compliance.admin.ox.ac.uk/publication-scheme	3	2
<input type="checkbox"/>	Complaints procedure Compliance	https://compliance.admin.ox.ac.uk/complaints-procedure	3	2
<input type="checkbox"/>	Policies and statements Compliance	https://compliance.admin.ox.ac.uk/policies-and-statements	3	2
<input type="checkbox"/>	Data protection policy Compliance	https://compliance.admin.ox.ac.uk/data-protection-policy	3	2
<input type="checkbox"/>	Modern slavery Compliance	https://compliance.admin.ox.ac.uk/modern-slavery	3	2
<input type="checkbox"/>	Risk management Compliance	https://compliance.admin.ox.ac.uk/risk-management	3	2

On all pages the columns can be sorted by clicking the column header, and you can search within the page title or URL by using the search feature at the top of the list.

When a snapshot of a page is opened the relevant link/area in which the link is found, is highlighted if possible. If there are multiple on the page you may need to select each link from the left-hand menu. It may not be highlighted exactly – it may be within the highlighted navigation area, accordion section, etc. as Siteimprove cannot open these in the snapshot

A link to open to the webpage is at the top of the screen:

The screenshot displays the Siteimprove Page Inspector interface. At the top, the browser address bar shows the URL: <https://my2.siteimprove.com/Inspector/893140/QualityAssurance/Page?pagelid=39758612>. The Siteimprove header includes navigation options like 'QA', 'Accessibility', 'SEO', and 'Policy', along with controls for 'Show page content', 'Show HTML', 'Enable CSS', 'Disable CSS', 'Enable JavaScript', and 'Disable JavaScript'. The main content area shows the 'Broken Links' report for the University of Oxford website. The report includes a 'Broken Links' section with explanatory text and a 'Decision for this issue' section. A red arrow points from the text above to the URL in the browser and the 'Occurrences on this page' list. The footer contains contact information for the Information Compliance Team, quick links, related content, and across-the-university links.

Broken links in pdfs

- Click the magnifying glass to see a snapshot of the pdf, showing where the broken link is situated.
- Click the arrow to open the (broken) link.
- Click the numbers to show a list of pdfs where the broken link is found
- The 'ignore' option can be used to add the link to a list of those which will not be flagged again. Can be used, for example, when the link takes you to content behind SSO – i.e. the link is correct but Siteimprove cannot access it

The screenshot shows the Siteimprove interface for 'Broken Links in PDFs'. The page title is 'Broken Links in PDFs' and it indicates '20 Broken Links in PDFs'. A table lists the broken links with columns for 'Broken link', 'PDFs', 'First detected', and 'HTTP status code'. Red arrows point to the magnifying glass icon in the first row, the arrow icon in the first row, the '2' in the 'PDFs' column of the first row, and the 'ignore' icon in the first row.

Broken link	PDFs	First detected	HTTP status code
http://www.qaa.ac.uk/assuring-standards-and-quality/the-quality-code/subject-benchmark-statements	2	01/09/2019	404: Not Found
http://www.sport.ox.ac.uk/wp-content/uploads/2018/10/oxford_sport_participation_campaign_leaflet_web2.pdf	1	01/09/2019	404: Not Found
http://stebbes.org	1	01/09/2019	Unable to connect
http://acompany.cmail20.com/t/+bodlc-H/	1	01/09/2019	404: Not Found
http://sport.ox.ac.uk	1	01/09/2019	Can't resolve hostname
http://lang.ox.ac.uk	1	01/09/2019	Can't resolve hostname
http://www.mpls.ac.uk/study/graduate-school/funding-for-graduate-students/agency-for-science-technology-and-research-a-star	1	06/09/2019	404: Not Found
https://www.conted.ox.ac.uk/courses/details.ph	1	01/09/2019	404: Not Found
https://www.conted.ox.ac.uk/courses/details.php?id=31	1	01/09/2019	Too many redirects
https://www.conted.ox.ac.uk/courses/details.php?id=176&utm_source=msud&utm_campaign=sud1516&utm_medium=email	1	01/09/2019	Too many redirects
http://www.qaa.ac.uk/en/Publications/Documents/qualifications-frameworks.pdf	1	01/09/2019	404: Not Found
http://www.admin.ox.ac.uk/examregs/08-00_REGULATIONS_FOR_THE_CONDUCT_OF_UNIVERSITY_EXAMINATIONS.shtml	1	01/09/2019	404: Not Found
http://www.ox.ac.uk/about/introducing_oxford/strategic_plan_201318/index.html	1	01/09/2019	404: Not Found
http://www.admin.ox.ac.uk/examregs/08-01_Part_1_introduction/	1	01/09/2019	404: Not Found
https://bits.uas.ox.ac.uk/workbooks/ExaminationResults	1	01/09/2019	Timed out
https://examshandbook.admin.ox.ac.uk	1	11/09/2019	404: Not Found

Click the arrow icon to open the pdf

Click the pdf title to open a picture of the page, showing where the broken link is situated.

Click the number of broken links to show what is broken on each pdf. This list responds like the broken link list on the previous page

The recheck icon can be used to ask Siteimprove to rescan the pdf

Document title	URL	Last modified	Broken links	Pages
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/collaborativehighereducationpartnerships.pdf		09/12/2016	4	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/qa_governance_framework_final.pdf		09/10/2015	3	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/pandforexaminers.pdf		05/10/2018	2	2
Microsoft Word - Annex1-Guidance_on_aims_and_intended_learning_outcomes https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/annex1-guidance_on_aims_and_intended_learning_outcomes.pdf?hme155395218378		23/06/2017	2	1
UNIVERSITY OF OXFORD https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/guidelines_2019_0.pdf		01/07/2019	2	1
PowerPoint Presentation https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/about_the_sad_-_july_2019.pdf		05/07/2019	2	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/ouu_staff_guide_to_student_representation.pdf		03/12/2015	1	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/welfare_bulletin_mt18.pdf		29/11/2018	1	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/student_health_and_welfare_bulletin_edition_14_late_mt17_002.pdf		29/11/2018	1	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/welfare_bulletin_mt18.pdf		29/11/2018	1	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/welfare_bulletin_mt18.pdf		29/11/2018	1	1
Unknown @ https://academic.admin.ox.ac.uk/sites/default/files/academic/documents/media/procedures.pdf		01/10/2018	1	1

Ignored links

Ignored links are accessed via a link in the left menu.

To stop the link from being ignored in future, click the 'undo decision' button.

Ignored link	Added by	Decided on	Decision
https://projects.it.ox.ac.uk/edu-it-omar	Julia Heitmann 07/08/2019		Ignored
https://academic.admin.ox.ac.uk/visa-and-immigration-quick-reference-guides	Julia Heitmann 07/08/2019		Ignored
https://academic.admin.ox.ac.uk/passport-scanning-and-visa-checking	Julia Heitmann 07/08/2019		Ignored
https://academic.admin.ox.ac.uk/graduate-studies-administrator-handbook	Julia Heitmann 07/08/2019		Ignored
https://academic.admin.ox.ac.uk/pre-arrival/visas/types-of-visa	Julia Heitmann 07/08/2019		Ignored
https://academic.admin.ox.ac.uk/visiting-and-recognised-students	Julia Heitmann 07/08/2019		Ignored

Spelling errors

At the top of the misspellings page are three tabs through which you can move to change the list of words below.

- Misspellings – all instances where a word which is known to be misspelled has been used. This can be because Siteimprove recognises it as a misspelled word, or because you have marked it as such (see Needs Review)
- Needs Review – words which Siteimprove is querying as it believes it may be a misspelling. You can either correct these words, or indicate that they are correct or misspelled, and they will be moved to the Misspelling or Approved Words sections.
- Approved Words – all instances where approved words have been used. Approved words can be set on a site-by-site basis, but can also be assigned on a system-wide basis, where administrators have identified commonly used words which Siteimprove doesn't recognise but which are known to be correct. Some words and phrases used within the University have already been added.

Click the number to show the pages where the word is misspelled

Hover over the word to show the snippet of text where it has been misspelled

To confirm it as a misspelling click the thumbs down, to add it to the list of approved words for your site, click the thumbs up

The pencil icon allows you to edit the spelling suggestion – you are not editing the spelling on your site. This may be useful to show other users how words should be spelled – this may be useful for acronyms, software names, etc.

<input type="checkbox"/>	Word	Spelling suggestion	Decision for site	Language	First detected	Misspelling probability	Pages
<input type="checkbox"/>	audience	audience		English (U.K.)	29/05/2019	●●●	1
<input type="checkbox"/>	noticies	notices		English (U.K.)	29/05/2019	●●●	1
<input type="checkbox"/>	OxCert			English (U.K.)	29/05/2019	●●●	1
<input type="checkbox"/>	NETPositives			English (U.K.)	29/05/2019	●●●	1
<input type="checkbox"/>	pseudonymised			English (U.K.)	29/05/2019	●●●	1
<input type="checkbox"/>	pseudonymisation			English (U.K.)	29/05/2019	●●●	2

Showing all 6 items Show 20 items per page

When you hover over a word to see where it was misspelled, you can follow a link to the page in question:

The screenshot displays a web interface for reviewing misspellings. On the left is a dark sidebar with navigation options: 'Words to Review', 'Decisions on Spellings', 'Word Inventory', 'Add Words', 'Progress and Trends', 'Readability', and 'Inventory'. The main area is titled 'Misspellings 2', 'Needs Review 6', and 'Approved Words 1'. It features a search bar with 'Misspelling probability' and 'Search: Word' filters, and an 'Export' button. A table lists misspelled words with columns for 'Word', 'Decision for site', 'Language', 'First detected', 'Misspelling probability', and 'Pages'. A tooltip for the word 'audience' is open, showing an 'Example in context' snippet, a correction 'audience → audience', and a link 'How we use your data | Compliance' with the URL 'https://compliance.admin.ox.ac.uk/how-we-use-your-data'. A red arrow points from the text above to this link. At the bottom right, there is a 'Show 20 items per page' control and a help icon.

Word	Decision for site	Language	First detected	Misspelling probability	Pages
<input type="checkbox"/> <u>audience</u>		English (U.K.)	29/05/2019	●●●	1
<input type="checkbox"/> <u>noticies</u>		English (U.K.)	29/05/2019	●●●	1
<input type="checkbox"/> <u>OxCert</u>		English (U.K.)	29/05/2019	●○○	1
<input type="checkbox"/> <u>NETPositives</u>		English (U.K.)	29/05/2019	●○○	1
<input type="checkbox"/> <u>pseudonymised</u>		English (U.K.)	29/05/2019	●○○	1
<input type="checkbox"/> <u>pseudonymisation</u>		English (U.K.)	29/05/2019	●○○	2

Pages with Misspellings or Words to Review

Click the arrow icon to open the page

Click the page title to open a snapshot of the page, showing where the misspelled word is situated.

Click the number of misspellings or words needed to be reviewed to show what is on each page. These lists responds like the misspelled words list on the previous page

The recheck icon can be used to ask Siteimprove to rescan the page

The screenshot shows the Siteimprove dashboard with a sidebar on the left and a main content area. The sidebar has a search bar and a menu with options like 'Dashboard', 'Quality Assurance', 'QA Overview', 'Summary', 'Links', 'Spelling', 'Find Misspellings', 'Pages with Misspellings or Words to Review', 'Decisions on Spellings', 'Word Inventory', 'Add Words', and 'Progress and Trends'. The main content area has a header with 'Academic Support - Mosaic' and a search bar. Below the header is a table titled 'Pages with Misspellings or Words to Review'. The table has columns for 'Title', 'URL', 'Misspellings', 'Words to review', and 'Page level'. The table lists several pages with their respective misspellings and words to review. Red arrows point from the text instructions to the corresponding elements in the screenshot.

	Title	URL	Misspellings	Words to review	Page level
<input type="checkbox"/>	Home Academic Support	https://academic.admin.ox.ac.uk/	1	2	1
<input type="checkbox"/>	Brexit advice for students Academic Support	https://academic.admin.ox.ac.uk/article/brexit-advice-for-students	0	2	2
<input type="checkbox"/>	Getting access to student systems Academic Support	https://academic.admin.ox.ac.uk/getting-access-to-evision	0	2	2
<input type="checkbox"/>	Getting help with SITS, Visio Academic Support	https://academic.admin.ox.ac.uk/getting-help-with-sits	0	2	2
<input type="checkbox"/>	Getting access to eVision Academic Support	https://academic.admin.ox.ac.uk/access-to-evision	0	3	2
<input type="checkbox"/>	About the Academic Administration Division Academic Support	https://academic.admin.ox.ac.uk/about/aad	1	3	2
<input type="checkbox"/>	Information Custodians Academic Support	https://academic.admin.ox.ac.uk/information-custodians	0	3	2
<input type="checkbox"/>	Getting help with OxCORT Academic Support	https://academic.admin.ox.ac.uk/getting-help-with-oxcort	0	2	2

When a snapshot of a page is opened the relevant misspelled word is highlighted if possible. If there are multiple on the page you may need to select each link from the left-hand menu.

As Siteimprove cannot open menus, accordion sections, etc. in these snapshots, the location of the misspelling may not be highlighted and this will be noted in the left menu. To see the location, use the hover feature on the 'Find Misspellings' page (see previous page).

To open the page, click the link at the top

The screenshot shows a 'Page Report' for 'Communicating with staff | Academic Support'. The report includes a 'Misspellings' section with a list of misspellings and a 'Decision for this issue' section. The 'Decision for this issue' section has a 'Highlight in' dropdown menu with a red box around the 'Not visible on page' option. Red arrows point from the text instructions to the corresponding elements in the screenshot.

Communicating with staff | Academic Support

UNIVERSITY OF OXFORD

ADMISSIONS RESEARCH NEWS & EVENTS ABOUT

Academic Support

ADMISSIONS AND PRE-ARRIVAL ON-COURSE GRADUATION AND BEYOND GOVERNANCE AND POLICY STUDENT SYSTEMS STUDENT DATA ABOUT

Communicating with staff

COMMUNICATIONS COMMUNICATING WITH STAFF AAD NEWS ALERT COMMUNICATING WITH STUDENTS

COMMUNICATING WITH STUDENT-FACING STAFF COMMUNICATING WITH AAD STAFF

Contact us

AAD Communications University Offices Wellington Square Oxford OX1 2JN

Occurrences on this page 1

monthly

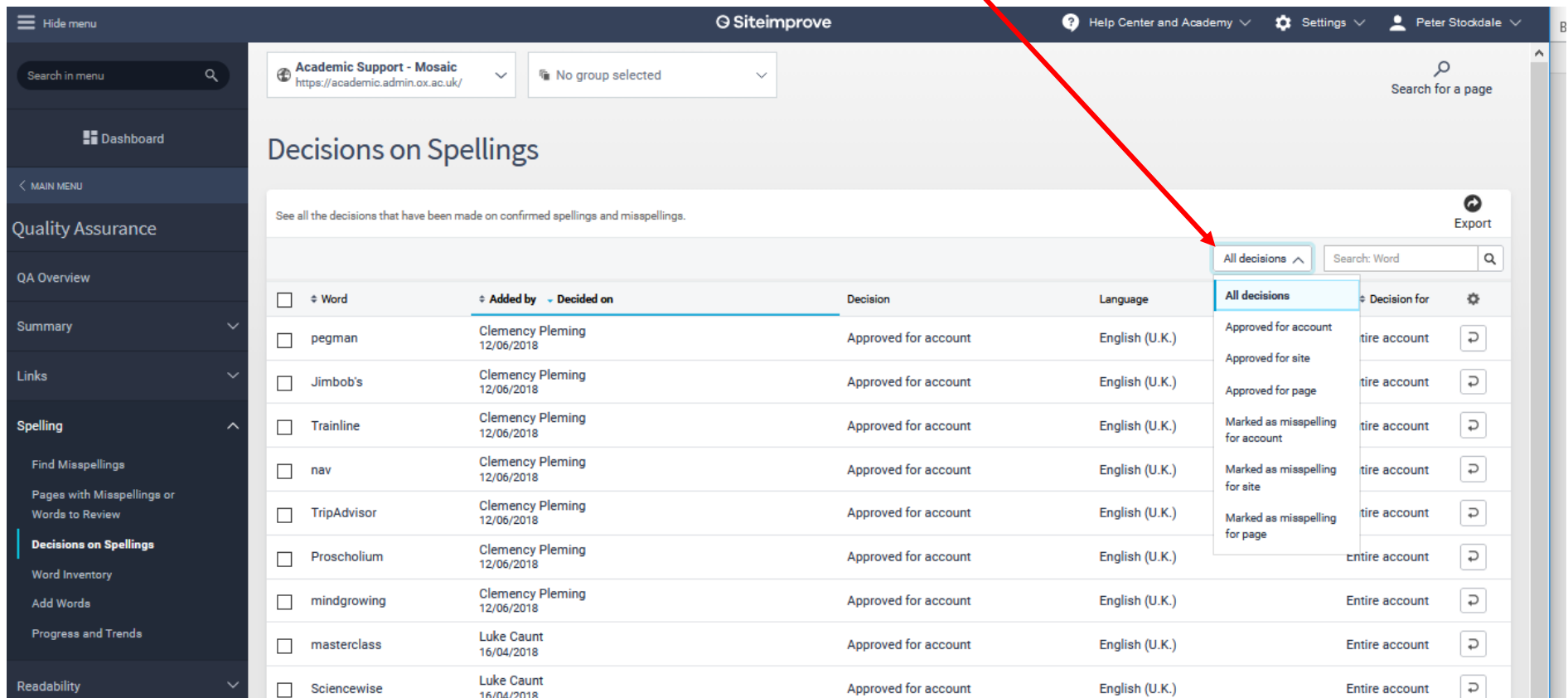
Decision for this issue

Highlight in

Not visible on page

Decisions on Spellings

The page lists all spelling decisions for the account. It can be filtered for those for your site, and to show only misspellings or approved words, using the menu option at the top of the list.



The screenshot shows the Siteimprove interface for 'Academic Support - Mosaic'. The main heading is 'Decisions on Spellings'. Below the heading is a table of spelling decisions. A dropdown menu is open at the top right of the table, showing options for filtering decisions.

<input type="checkbox"/>	Word	Added by	Decided on	Decision	Language	Decision for
<input type="checkbox"/>	pegman	Clemency Fleming	12/06/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	Jimbob's	Clemency Fleming	12/06/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	Trainline	Clemency Fleming	12/06/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	nav	Clemency Fleming	12/06/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	TripAdvisor	Clemency Fleming	12/06/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	Proscholium	Clemency Fleming	12/06/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	mindgrowing	Clemency Fleming	12/06/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	masterclass	Luke Caunt	16/04/2018	Approved for account	English (U.K.)	Entire account
<input type="checkbox"/>	Sciencewise	Luke Caunt	16/04/2018	Approved for account	English (U.K.)	Entire account

The dropdown menu at the top right of the table contains the following options:

- All decisions
- Approved for account
- Approved for site
- Approved for page
- Marked as misspelling for account
- Marked as misspelling for site
- Marked as misspelling for page

Word Inventory

This lists every word used on your site, and how often and where it is used – though remember that it doesn't search content which is behind SSO.

The screenshot shows a dashboard interface for 'Word Inventory'. On the left is a dark sidebar with navigation options: Dashboard, MAIN MENU, Quality Assurance, QA Overview, Summary, Links, Spelling (with sub-items: Find Misspellings, Pages with Misspellings or Words to Review, Decisions on Spellings, Word Inventory, Add Words, Progress and Trends), Readability, and Inventory. The main content area is titled 'Word Inventory' and includes a description: 'The word inventory gives you an alphabetical overview of every word that has been detected on your website.' It features an 'Export' button, a filter for 'All statuses', a search bar for 'Word', and a selection tool showing '0 selected' with options for 'On this site', 'Confirm as misspelling', and 'Approve word'. Below this is a table with columns for 'Word', 'Decision for site', 'Status', 'Language', and 'Pages'. The table lists words from 'A-Z' to 'absence', all marked as 'Correctly spelled' in 'English (U.K.)' with varying page counts.

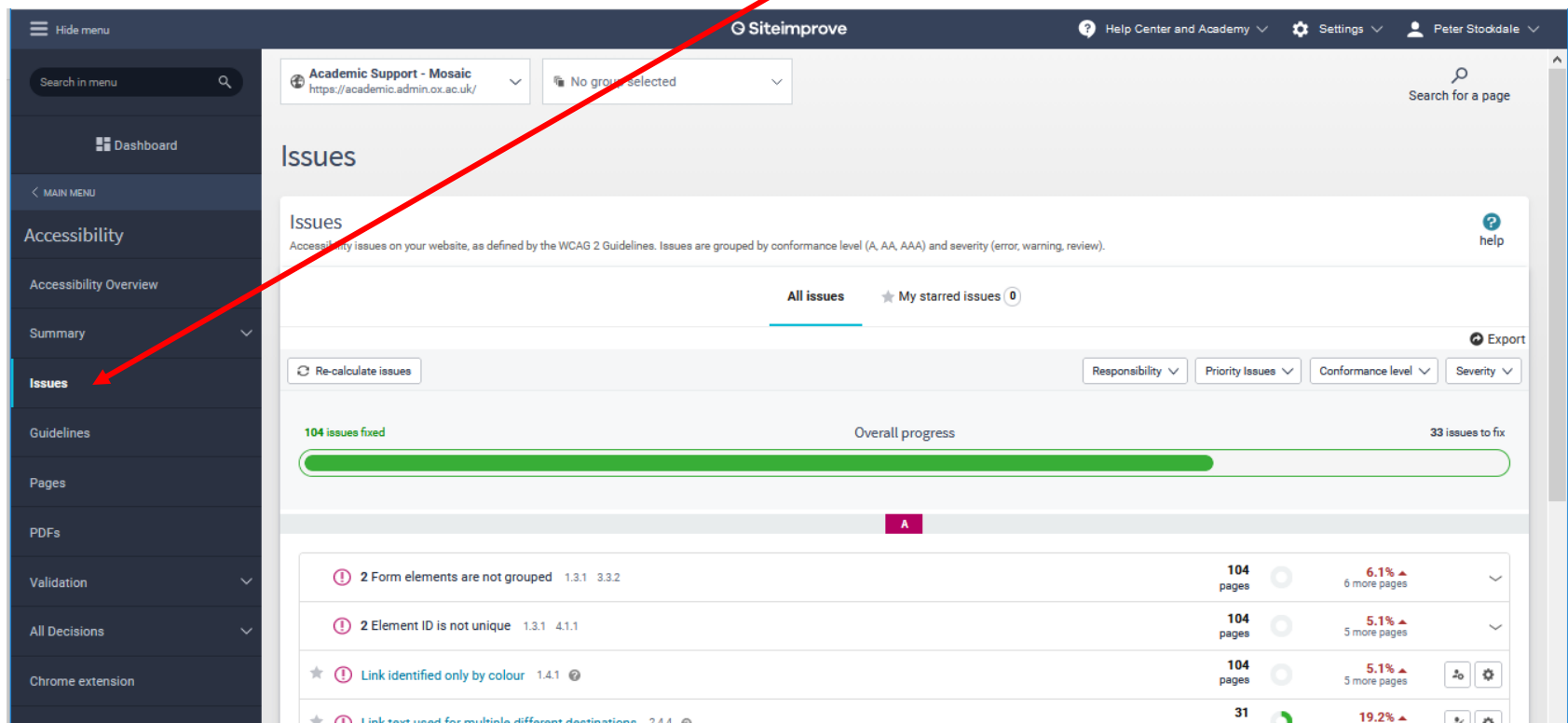
<input type="checkbox"/>	Word	Decision for site	Status	Language	Pages
<input type="checkbox"/>	A-Z		Correctly spelled	English (U.K.)	2
<input type="checkbox"/>	abide		Correctly spelled	English (U.K.)	1
<input type="checkbox"/>	ability		Correctly spelled	English (U.K.)	4
<input type="checkbox"/>	able		Correctly spelled	English (U.K.)	4
<input type="checkbox"/>	about		Correctly spelled	English (U.K.)	18
<input type="checkbox"/>	ABOUT		Correctly spelled	English (U.K.)	34
<input type="checkbox"/>	About		Correctly spelled	English (U.K.)	34
<input type="checkbox"/>	Above		Correctly spelled	English (U.K.)	1
<input type="checkbox"/>	above		Correctly spelled	English (U.K.)	11
<input type="checkbox"/>	absence		Correctly spelled	English (U.K.)	1

Accessibility

Accessibility issues are divided in three ways – by who Siteimprove believes is responsible for resolving them, by the Level of Conformance, and by the Severity.

- It is likely that you should focus on those which it identifies as being for the Editor and Webmaster, and some of those may be things which you cannot correct and need to be addressed by Mosaic or the UAS Project. Some issues which are known to be beyond the scope of website editors are listed on the final page of this guidance.
- We are only required to conform to AA standards. Whilst achieving AAA standards is ideal and you should resolve these issue where you can, it is not possible in some areas, and your priority should be to resolve problems identified as being of A and AA standard.
- Siteimprove lists some things as 'Error', others as 'Warning', and others as 'Review'. Items for 'Review' are things which Siteimprove cannot fully check as they require visual inspection – some of these may be errors which require correction. Some listed as 'Warning' only relate to 'best practice' within the guidelines, however we should aim to fix all of these as we are aiming to adhere to best practice at all times.

The easiest way to approach addressing issues of accessibility is to use the 'Issues' page from the left menu:



The screenshot displays the Siteimprove interface for managing accessibility issues. The left sidebar contains a menu with 'Issues' highlighted. The main content area shows a list of issues with the following data:

Issue Description	Severity	Pages Affected	Percentage of Pages	Change
2 Form elements are not grouped	1.3.1 3.3.2	104 pages	6.1%	▲
2 Element ID is not unique	1.3.1 4.1.1	104 pages	5.1%	▲
Link identified only by colour	1.4.1	104 pages	5.1%	▲
Link text used for multiple different destinations	2.4.4	31 pages	19.2%	▲

Use the options at the top of the list to filter by role, conformance level, and severity

The symbol next to the issue gives its 'severity' rating

Click on the issue to open a page which lists the pages of your site on which this error occurs. You can then link to a snapshot of each page and the error will be highlighted (if possible). You can link out from this to each live page

Hovering over the question mark gives more information about the error and how to resolve it. This is also given at the top of the page for each issue. The number next to the error title refers to the relevant part of the Web Content Accessibility Guidelines.

Clicking on the grey 'no errors' box shows possible sources of error which do not occur on your site.

The screenshot displays an accessibility audit tool interface. At the top, there are tabs for 'All issues' and 'My starred issues (0)'. Below the tabs, there are filter buttons for 'Re-calculate issues', 'Editor', 'Priority Issues', 'Conformance level', and 'Severity'. A progress bar shows '35 issues fixed' and 'Overall progress' with a green bar, and '13 issues to fix' on the right. The main content area is divided into sections by conformance levels: 'A', 'AA', and 'AAA'. Each section contains a list of issues. Each issue row includes a star icon, a severity icon (red circle with exclamation mark), the issue title, a WCAG reference number, a page count, a progress indicator (green circle), a percentage change, and a 'more pages' link. For example, under 'A', there are issues like 'Link text used for multiple different destinations' (2.4.4) and 'Heading is missing text' (1.3.1). Under 'AA', there is an issue 'Is the image free of text?' (1.4.5). Under 'AAA', there are issues like 'Headings are not nested properly' (2.4.10) and 'Link text used for multiple different destinations' (2.4.9). At the bottom of each section, there is a green checkmark icon and a box indicating 'no errors' for that section, such as '27 issue types with no errors' under 'A' and '2 issue types with no errors' under 'AA'. A red arrow points to the 'Re-calculate issues' button. Another red arrow points to the severity icon (red circle with exclamation mark) next to the first issue. A third red arrow points to the question mark icon next to the first issue. A fourth red arrow points to the '27 issue types with no errors' box. A fifth red arrow points to the question mark icon in the bottom right corner of the interface.

Accessibility issues which editors cannot resolve

A	Element ID is not unique	For Mosaic - mobile nav problem
A	Link identified only by colour	This is a problem with our designs – for UAS to consider
A	HTML is used to format content	For Mosaic - this applies to tables and accordions
A	Label is not connected to a form control	For Mosaic - problem with grid filter labels (taxonomy names)
A	Form elements are not grouped	For Mosaic – believed to be related to the Feedback form
A	Language of page has not been set	For Mosaic - Sitelist does not have a language set
A	No option to skip repeated content	For Mosaic - we believe we do have a skip to content control, but it's not visible, so we may not be failing on this
A	Non-distinguishable landmarks	For Mosaic – this refers to the information card buttons
A	Content not included in landmarks	For Mosaic
A	Redundant WAI-ARIA attribute	For Mosaic
A	"i" tag used to format text	Ignore – this is how we implement icons
A	No top-level heading on the page	For Mosaic - homepages don't have a visible <h1>
A	Provide enough time	Ignore
A	Is the "small" tag correctly used?	For Mosaic – refers to cookie notice
A	Are landmarks appropriately applied?	For Mosaic
A	Can options logically be grouped together?	Ignore – refers to drop downs having lots of options
A	Is the tabbing sequence logical?	Ignore for now
A	Does the "aria-label" attribute accurately describe the element?	For Mosaic – refers to information card buttons
A	Does the "aria-label" attribute accurately describe the interface control?	For Mosaic - this is about taxonomy filters in grids
AA	Element not highlighted on focus	For Mosaic
AA	Is the image free of text?	Ignore as this seems to pick up the University logo in the header, though be aware of this requirement for your other images
AAA	Colour contrast is insufficient	Ignore – we are meeting AA standards
AAA	Headings are not nested properly	Ignore - this refers to card titles, which are level 3. The grid heading would be level 2, but we mostly don't need those. As long as it's only AAA, we should ignore this.