

# How to Create Accessible PowerPoint Slides



✓ Add a text description on graphics

✓ Avoid using excess animation

✓ Use the provided templates

They are pre-approved for screen readers

✓ Use high-contrast colour schemes

Such as white font on a black background

✓ Have a copy of the slides available

✓ Provide an audio recording of the slides

✓ Check external content for accessibility

Check for flashing lights, subtitles, and compatibility with screen readers

✓ Use the built-in accessibility checker



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<https://inclusive-campus.osot.ubc.ca>  
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