

Creating Easy Read

Design checklist

Accessible design and layout

The most important information is at the start.

There is plenty of white space between sentences.

Body text is no smaller than 14 pt font size.

A sans serif font is used. For example, no cursive or joined letters are used.

Other best-practices

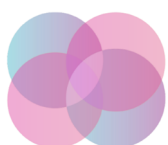
Your document has been tested by a person with lived experience.

Your document has been tagged for screen reader access to meet AA WCAG standards.

Easy Read support

Our experienced team can:

- ✓ test your document with lived experience advisors to improve accessibility
- ✓ mark-up drafts with suggested edits to ensure best-practice Easy Read is published
- ✓ deliver coaching via 1:1 or small group consultation online and in-person
- ✓ tag your document for screen reader access to meet AA WCAG standards.



Embrace **Access**

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