



# E-Learning News

## Accessibility in Moodle: Practical Tips & Tools

Hello, from your instructional design team! Our goal with this newsletter is to provide you with tips and updates on how to best design and facilitate your courses. This month's newsletter is about accessibility and how to implement it in your course.

Accessibility isn't just a requirement—it's a chance to create truly inclusive learning experiences for all students. When courses are intentionally designed with accessibility in mind, every learner—regardless of ability—can access, engage with, and succeed in the content. Beyond meeting compliance standards, accessible course design enhances usability, comprehension, and engagement for the entire class. It also makes teaching easier: clear layouts improve navigation for both students and instructors, captions can reduce repeated clarification questions, and structured materials streamline course management.

### Best Practices for Inclusive Course Design

#### 1. Use Clear and Consistent Layouts

- Structure your Moodle modules with headings (H1, H2, H3) using the **Moodle text editor styles**.
- Use bullet points, numbered lists, and white space to make content scannable.
- Apply **Moodle “Book” resource** or **Page resource** for longer content to break material into smaller, structured sections.

#### 2. Provide Alternative Text for Images

- Add descriptive **alt text directly in Moodle's image upload tool** when inserting images into Labels, Pages, or Assignments.
- For complex visuals, use the **“Description” field** in the image editor to provide longer explanations.

### 3. Caption Your Videos

- If embedding with **Echo360**, enable auto-captioning and edit for accuracy.
- When uploading videos into Moodle, add captions or transcripts as a separate **File resource**.
- For YouTube links, check that captions are turned on before embedding with the **URL or Page resource**.

### 4. Design Accessible Documents

- Use the **Moodle File resource** for accessible PDFs and Word docs.
- Encourage use of built-in accessibility checkers in Microsoft Word or Adobe Acrobat before upload.
- For content that should be fully digital, recreate material directly in Moodle Pages or Books (instead of only uploading PDFs).

### Tips & Tools for Accessibility Success

- **Contrast & Color:** Use the **Moodle Atto editor's accessibility checker plugin** to confirm headings, color contrast, and alt text.
- **Interactive Elements:** When creating quizzes, avoid drag-and-drop formats that aren't screen reader-friendly. Instead, use **multiple choice, short answer, or quiz descriptions**.
- **Discussion Boards:** Use the **Forum activity** with clear subject headings, and encourage descriptive titles for threads so students using screen readers can navigate easily.
- **Accessible Media:** Break long lecture recordings into shorter clips and organize them in a **Moodle Folder resource** for easy navigation.

### Research Insights

- **Universal Design for Learning (UDL):** Implementing UDL principles increases engagement and retention for all students. Burgstahler (2021) emphasizes that accessible course design benefits not only students with disabilities but enhances the learning experience for everyone.
- **Video Accessibility:** According to the National Center on Accessible Educational Materials (2022), captioned and well-structured video content improves attention, comprehension, and memory for learners across diverse needs.

## Actionable Takeaways

- Review one Moodle module using the **built-in Accessibility Checker** in the text editor to ensure headings, alt text, and navigation are accessible.
- Check Echo360 videos and add captions or upload a transcript.

Small changes in course design make a big difference. Each step toward accessibility creates a more inclusive, engaging, and effective learning environment.

Accessibility benefits everyone—students, instructors, and institutions. By embedding these best practices into your Moodle courses and Echo360 videos, you're creating a learning experience that is equitable, engaging, and effective. Start small, act consistently, and watch your courses transform into inclusive learning spaces.

Don't hesitate to reach out to your instructional designer if you would like to learn more or need assistance.

[Click here to meet the GGU Instructional Design team.](#)

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Sincerely,  
Your GGU ID Team