As a scholar working in disability studies, I am dedicated to publishing work that is accessible to all scholars, including anyone with print-reading disabilities. For this reason, it is imperative that before agreeing to publish with [name of publisher], I have written assurance that materials will be available in accessible formats at the same time as any print copies.

The technical specifications: Materials must be in EPUB 3.0 or later format with true, reflowable text embedded in them – not screen images. This makes it possible to resize the text (for readers with low vision) and read aloud (for readers using screen reading software). If DRM (digital rights management, which sometimes creates a barrier that makes it impossible for accessibility software to access the text) is going to be used, a DRM-free version must be available to persons with documented disabilities. The process for accessing a DRM-free version should be straightforward.

Currently the program “Adobe InDesign” - the program used by most large book designers - has built-in features for checking accessibility, but these should be test-run with actual users of screen-reading software since the tools for checking accessibility are still a work in progress.

It is important to remember that many charts and graphs are also unrecognizable to screen-reading software. Numeric tables replicating chart data should be provided. Instead of using color-coding for charts and graphs, differences in line style or “texture” should be used so that the chart can be understood in black and white. Data tables should never be converted into images, and basic accessibility guidelines need to be followed for table headers, titles, and so on.

Ideally, images, maps, and figures appearing in books should also be visually described, particularly when the images are central to the themes, arguments, findings, and/or narrative of the book. In this way, readers using screen reading software can still have access to these important features of the book.

It would also be great if [name of publisher] would deposit an electronic copy with [bookshare.org](http://bookshare.org/), which makes copies of many books available to students and others with documented print reading disabilities. To learn more about how this works: <https://www.bookshare.org/cms/partners/publishers>