

Accessibility Statement for Sonocent Audio Notetaker & Sonocent Link Companion Mobile Application

This is an accessibility statement for Sonocent Audio Notetaker and its companion mobile application, Sonocent Link.

We are committed to supporting all our customers and end users and we constantly work on improving our products and services. Accessibility is at the heart of our designs and decisions as we consider the many ways people can use and interact with our software and websites.

Measures to support accessibility

We take the following measures to ensure accessibility of our products and services:

- Include accessibility throughout our internal policies
- Provide continual accessibility training for our engineering staff
- Assign clear accessibility goals and responsibilities
- Employ formal accessibility quality assurance methods

Conformance status

The [Web Content Accessibility Guidelines \(WCAG\)](#) defines requirements for designers and developers to improve accessibility for people with disabilities. It defines three levels of conformance: Level A, Level AA, and Level AAA.

Sonocent Audio Notetaker and its companion mobile application, Sonocent Link is partially conformant with WCAG 2.1 level AA. Partially conformant means that some parts of the content do not fully conform to the accessibility standard.

Feedback

We welcome your feedback on the accessibility of Audio Notetaker and Sonocent Link app. You can contact us via email at support@sonocent.com.

We aim to respond to feedback within 2 business days.

Limitations and alternatives

Despite our best efforts to ensure accessibility of our product and services, there may be some limitations. Below is a description of known limitations, and potential solutions. Please contact us if you observe an issue not listed below.

Known limitations for Audio Notetaker:

1. **Registration and Activation:** These are not screen reader accessible so the user will need assistance to complete these tasks.
2. **Visual focus:** There are some shortcomings in visual focus but these are mitigated by keyboard shortcuts.
3. **Colour as an indicator:** It is possible for users to add information where colour is the only indicator, but this is mitigated by being announced to screen readers.
4. **Toolbars:** Some parts of the toolbar are not keyboard accessible but this is mitigated by the use of keyboard shortcuts.

Known limitations for Sonocent Link companion mobile application:

1. **Assistive Technology:** The Link application is not accessible to some assistive technologies such as to increase contrast, reduce transparency or zoom.
2. **Screen Readers:** Several sections are not or only partially screen reader accessible so the user will need assistance to complete those tasks. The 'Record in Glance Mode' is inaccessible with a screen reader.
3. **Navigation:** While it is possible to navigate through the application when in screen reader mode it is not intuitive to understand and not all instructions are given.

Assessment approach

Glean assessed the accessibility of Audio Notetaker and Sonocent Link by the following approaches:

- Self-evaluation
- External evaluation
- The company employs an accessibility specialist who works with the design and development teams

Evaluation report

A copy of the latest VPAT (Voluntary Product Accessibility Template) is available upon request.

Date

This statement was last updated on 17 June 2021