

# Teamup Accessibility Conformance Report

## WCAG Edition

(Based on VPAT® Version 2.5)

### Name of Product

Teamup (<https://www.teamup.com/>)

### Report Date

January 2, 2025

### Product Description

Teamup is a shared calendar and scheduler app for all group planning needs. It is used to schedule people and work, track absences and travel, plan projects, manage room and equipment reservations, publish events to your team or the world, and much more.

### Contact Information

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### Evaluation Methods Used

Accessibility testing as per WCAG 2.2 AA guidelines.

The evaluation was performed using below tools/ tests:

- Screen readers:
  - NVDA on Win/ Chrome
  - VoiceOver on iPhone/ Safari
- WAVE automated tool
- Color contrast testing using Color Contrast Analyzer
- Browser zoom
- Keyboard-only
- Browser zoom + keyboard-only
- Text-spacing testing using bookmarklets

## Notes

The VPAT has been prepared based on the accessibility evaluation of the following pages / flows:

<b>Calendar Application:</b>
Login page: <a href="https://teamup.com/login">https://teamup.com/login</a>
Registration page: <a href="https://teamup.com/register/">https://teamup.com/register/</a>
Password reset page: <a href="https://teamup.com/reset/request">https://teamup.com/reset/request</a>
Teamup Calendar Main Screen <ul style="list-style-type: none"><li>- Date navigation</li><li>- View selector</li><li>- Settings menu</li><li>- Timezone selector</li><li>- Import invitation</li></ul>
Team Calendar Sidebar left <ul style="list-style-type: none"><li>- Date picker</li><li>- Sub-Calendar list</li><li>- Filter widget</li><li>- About widget</li></ul>
Calendar Search
Calendar Event (Edit View)
Calendar Event (Read Only)
Preferences <ul style="list-style-type: none"><li>- Reminders</li><li>- Change Notifications</li><li>- Daily Agenda</li><li>- Slack Notifications</li><li>- iCalendar feeds</li></ul>
Print & Export PDF
Teamup Ticker
Dashboard: <a href="https://teamup.com/user/dashboard">https://teamup.com/user/dashboard</a>
User Profile: <a href="https://teamup.com/user/profile/edit">https://teamup.com/user/profile/edit</a>
<b>Calendar Settings:</b>
General Settings
Date and Time
Calendar Views

Identity
Calendars
Sharing
Event Fields
Notifications
Import Events
Export Events
Subscription

## Applicable Standards/Guidelines

This report covers the degree of conformance for the following accessibility standards/guidelines:

Standard/Guideline	Included in Report
Web Content Accessibility Guidelines 2.2 at <a href="https://www.w3.org/TR/WCAG22/">https://www.w3.org/TR/WCAG22/</a>	Level A (Yes) Level AA (Yes) Level AAA (No)

## Terms

The terms used in the Conformance Level information are defined as follows:

- **Supports:** The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Partially Supports:** Some functionality of the product does not meet the criterion.
- **Does Not Support:** The majority of product functionality does not meet the criterion.
- **Not Applicable:** The criterion is not relevant to the product.
- **Not Evaluated:** The product has not been evaluated against the criterion.

## WCAG 2.x Report

Note: When reporting on conformance with the WCAG 2.x Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the [WCAG 2.0 Conformance Requirements](#).

**Table 1: Success Criteria, Level A**

Criteria	Conformance Level	Remarks and Explanations
<a href="#"><u>1.1.1 Non-text Content</u></a> (Level A)	Partially Supports	Most images on the website contain relevant alternative text.  <b><u>Exceptions include:</u></b> <ul style="list-style-type: none"> <li>• The preview image has no alternative text on the Identity screen</li> <li>• The logo is missing alternate text on the Dashboard screen.</li> </ul>
<a href="#"><u>1.2.1 Audio-only and Video-only (Prerecorded)</u></a> (Level A)	Not Applicable	No audio-only or video-only content is present on the website.
<a href="#"><u>1.2.2 Captions (Prerecorded)</u></a> (Level A)	Not Applicable	No multimedia content is present on the website.
<a href="#"><u>1.2.3 Audio Description or Media Alternative (Prerecorded)</u></a> (Level A)	Not Applicable	No multimedia content is present on the website.
<a href="#"><u>1.3.1 Info and Relationships</u></a> (Level A)	Partially Supports	The website has consistent headers and global table structures to establish clear information and relationships within most parts of the website. Screen readers properly identify most of the information available on the website. Visually impaired users are easily able to perceive the relationships between a particular element and its role.  <b><u>Exceptions include:</u></b> <ul style="list-style-type: none"> <li>• The calendar dates are announced as plain content on the Teamup Calendar Main Screen</li> <li>• No landmarks are present on the Login screen</li> </ul>

		<ul style="list-style-type: none"> <li>• The radio buttons are not grouped with a group label on the Import Events screen</li> <li>• The table caption is missing on the General Settings screen.</li> </ul>
<a href="#"><u>1.3.2 Meaningful Sequence</u></a> (Level A)	Partially Supports	<p>The sequence of most of the content present on the website is meaningful and appropriate and does not affect the meaning of the provided content.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• An incorrect reading order for calendar events was observed on the Teamup Calendar Main Screen.</li> </ul>
<a href="#"><u>1.3.3 Sensory Characteristics</u></a> (Level A)	Supports	No information is present on the website which is based on sensory characteristics such as shape, size, location, sound, etc.
<a href="#"><u>1.4.1 Use of Color</u></a> (Level A)	Partially Supports	<p>Color is not used as the only visual means of conveying most of the information, indicating an action, prompting a response, or distinguishing a visual element.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• There is no textual information available to identify the colors in the color picker apart from the color itself on the Calendars screen.</li> </ul>
<a href="#"><u>1.4.2 Audio Control</u></a> (Level A)	Not Applicable	No audio content is present on the website that plays automatically for more than 3 seconds.
<a href="#"><u>2.1.1 Keyboard</u></a> (Level A)	Partially Supports	Most parts of the website support standard keyboard navigation and input functions (including swiping to move between input fields and

		<p>pressing [Double tap] to make selections).</p> <p><b>Exceptions include:</b></p> <ul style="list-style-type: none"> <li>• The elements like the 'datepicker' on the 'Team Calendar Sidebar left' section are not focusable using the keyboard only on the Team Calendar Sidebar left</li> <li>• The scrollable region doesn't have keyboard access on the Teamup Calendar Main Screen</li> <li>• The 'Upgrade to add more' link is not focusable using the keyboard on the Sharing screen</li> <li>• The 'Next' and 'Previous' buttons are not focusable on the Import Events screen</li> <li>• The 'Search' and 'Cancel' buttons are not focusable using the keyboard only on the Calendar Search screen.</li> </ul>
<a href="#"><u>2.1.2 No Keyboard Trap</u></a> (Level A)	Supports	Keyboard focus is moving sequentially throughout the website without the focus getting trapped in any section and it is convenient to access the functionality.
<a href="#"><u>2.1.4 Character Key Shortcuts</u></a> (Level A 2.1 and 2.2)	Not Applicable	No functionalities are dependent on or controlled by character key shortcuts.
<a href="#"><u>2.2.1 Timing Adjustable</u></a> (Level A)	Not Applicable	There is no such activity present on the website where time needs to be adjusted or extended.
<a href="#"><u>2.2.2 Pause, Stop, Hide</u></a> (Level A)	Not Applicable	There is no such content present on the website that needs to be stopped, paused, or hidden.

<a href="#"><u>2.3.1 Three Flashes or Below Threshold</u></a> (Level A)	Not Applicable	There is no flashing content present on the website.
<a href="#"><u>2.4.1 Bypass Blocks</u></a> (Level A)	Partially Supports	<p>A bypass mechanism for skipping to the main content is implemented on most screens and sections.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• No mechanism is available to bypass the side navigation on the General Settings screen.</li> </ul>
<a href="#"><u>2.4.2 Page Titled</u></a> (Level A)	Partially Supports	<p>Descriptive and correct page titles are present for most pages throughout the website.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• An insufficient page title is announced for the Login page.</li> </ul>
<a href="#"><u>2.4.3 Focus Order</u></a> (Level A)	Partially Supports	<p>The focus moves in a correct sequence order for most elements on the website from left to right and top to bottom.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• The focus is moving to multiple hidden elements after the 'Back to Calendar' button when using the keyboard on the General Settings screen.</li> </ul>
<a href="#"><u>2.4.4 Link Purpose (In Context)</u></a> (Level A)	Partially Supports	<p>Most links are provided with appropriate link text and the user would be able to understand the purpose of the link from its link text.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• The link text is missing for the link 'Team up' link on the Teamup Calendar Main Screen</li> </ul>



		<ul style="list-style-type: none"> <li>• An insufficient link text is provided for all the 'Learn More' links on the General Settings screen</li> <li>• The link text is not announced for the links like 'Frank' on the Calendars screen</li> <li>• The link text is missing for the 'information' link on the Calendar Event (Edit View) screen.</li> </ul>
<a href="#">2.5.1 Pointer Gestures</a> (Level A 2.1 and 2.2)	Supports	All functionalities present in the website can be operated with a single pointer without a path-based gesture unless a multipoint or path-based gesture is essential.
<a href="#">2.5.2 Pointer Cancellation</a> (Level A 2.1 and 2.2)	Supports	No down-event of the pointer is used in the website to execute any part of the action.
<a href="#">2.5.3 Label in Name</a> (Level A 2.1 and 2.2)	Supports	All labels on the website include text and the same text is defined in the code as well to assist speech recognition technologies.
<a href="#">2.5.4 Motion Actuation</a> (Level A 2.1 and 2.2)	Not Applicable	No functionality is present on the website that is operable only by device motion.
<a href="#">3.1.1 Language of Page</a> (Level A)	Supports	The language attribute is correctly defined for the webpages.
<a href="#">3.2.1 On Focus</a> (Level A)	Supports	No interactive element is triggered automatically on receiving the focus.
<a href="#">3.2.2 On Input</a> (Level A)	Supports	Change of context does not happen when the user changes the setting of any input controls.

<a href="#"><u>3.2.6 Consistent Help</u></a> (Level A 2.2 only)	Supports	A sufficient help mechanism is provided in a consistent place on multiple webpages.
<a href="#"><u>3.3.1 Error Identification</u></a> (Level A)	Supports	Errors present on the website are notified to the users correctly.
<a href="#"><u>3.3.2 Labels or Instructions</u></a> (Level A)	Partially Supports	<p>The website provides support for motor-impaired and cognitive users as the labels and instructions are provided for most of the form fields, which are clearly visible and readable to such users.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• No visual indication is provided for the required edit field such as 'Name' on the Registration screen.</li> </ul>
<a href="#"><u>3.3.7 Redundant Entry</u></a> (Level A 2.2 only)	Supports	Users are not required to enter the same details in the same process multiple times.
<a href="#"><u>4.1.2 Name, Role, Value</u></a> (Level A)	Partially Supports	<p>Most of the website elements have a proper label associated with their role and the screen reader is recognizing them correctly with updated values as well.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• The name, role, and state are not announced for checkboxes on the Registration screen</li> <li>• The role is not announced for multiple elements such as 'Dropbox', 'Google Drive', 'OneDrive', etc. on the Identity screen</li> <li>• The labels are missing for form fields on the Calendar Event (Edit View) screen</li> </ul>

		<ul style="list-style-type: none"> <li>• The label is not announced for comboboxes on the Print &amp; Export PDF screen</li> <li>• The label is missing for multiple buttons on the Preferences screen</li> <li>• The name, role, and state of the switches on the General Settings screen are missing.</li> </ul>
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## Table 2: Success Criteria, Level AA

Criteria	Conformance Level	Remarks and Explanations
<a href="#">1.2.4 Captions (Live)</a> (Level AA)	Not Applicable	No live multimedia content is present on the website.
<a href="#">1.2.5 Audio Description (Prerecorded)</a> (Level AA)	Not Applicable	No multimedia content is present on the website.
<a href="#">1.3.4 Orientation</a> (Level AA 2.1 and 2.2)	Supports	The website does not restrict its view and operation to a single display orientation.
<a href="#">1.3.5 Identify Input Purpose</a> (Level AA 2.1 and 2.2)	Partially Supports	<p>Most of the interactive fields on the website are clearly labeled to direct the user to enter the data expected in the fields.</p> <p><b>Exceptions include:</b></p> <ul style="list-style-type: none"> <li>The auto-complete feature is missing for the password edit field on the Login screen.</li> </ul>
<a href="#">1.4.3 Contrast (Minimum)</a> (Level AA)	Partially Supports	<p>Most parts of the website adhere to minimum contrast standards.</p> <p><b>Exceptions include:</b></p> <ul style="list-style-type: none"> <li>Texts 'Forgot your password?', 'Create an account', and 'Continue' fail the color contrast ratio on the Login screen</li> <li>The text 'Back to calendar' fails the color contrast ratio on the General Settings screen.</li> </ul>
<a href="#">1.4.4 Resize text</a> (Level AA)	Partially Supports	<p>The website is mostly responsive. At a zoom of 200%, almost no loss of content or functionality is observed.</p> <p><b>Exceptions include:</b></p>

		<ul style="list-style-type: none"> <li>The zooming and scaling are disabled on the mobile device for the Login screen.</li> </ul>
<a href="#"><u>1.4.5 Images of Text</u></a> (Level AA)	Supports	No information is conveyed to the user via an image of the text.
<a href="#"><u>1.4.10 Reflow</u></a> (Level AA 2.1 and 2.2)	Partially Supports	<p>Most parts of the website do not require scrolling in two dimensions to present content without loss of information in 400% zoom.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>The text such as 'Identity' truncates on the viewport of 320px X 256px on the General Settings screen.</li> </ul>
<a href="#"><u>1.4.11 Non-text Contrast</u></a> (Level AA 2.1 and 2.2)	Partially Supports	<p>Most of the website user interface components have a contrast ratio of at least 3:1 against adjacent color(s).</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>The boundary of the checkbox fails the color contrast ratio on the General Settings screen</li> <li>The boundary of the edit field fails the color contrast ratio on the Identity screen.</li> </ul>
<a href="#"><u>1.4.12 Text Spacing</u></a> (Level AA 2.1 and 2.2)	Supports	The website is compliant with WCAG text spacing requirements.
<a href="#"><u>1.4.13 Content on Hover or Focus</u></a> (Level AA 2.1 and 2.2)	Supports	The content that is triggered by hover or focus is dismissible, hoverable, and persistent.
<a href="#"><u>2.4.5 Multiple Ways</u></a> (Level AA)	Supports	A proper navigation header is provided to access the different types of website pages.

<a href="#"><u>2.4.6 Headings and Labels</u></a> (Level AA)	Partially Supports	<p>Most headings and labels on the website provide sufficient detail of the content they are describing.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• An insufficient label is announced for both the 'Select' buttons on the Subscription screen.</li> </ul>
<a href="#"><u>2.4.7 Focus Visible</u></a> (Level AA)	Partially Supports	<p>Most of the elements present in the website have focus visibility.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• The keyboard focus is not visible on the logo 'Teamup' on the Login screen</li> <li>• The keyboard focus is not visible on the elements present on the Dashboard screen</li> <li>• The keyboard focus is not visible on the elements like the Close button, Tabs like 'Reminders', etc. on the Preferences-Reminders screen.</li> </ul>
<a href="#"><u>2.4.11 Focus Not Obscured (Minimum)</u></a> (Level AA 2.2 only)	Partially Supports	<p>Almost all elements that receive keyboard focus are at least partially visible upon receiving the focus.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• Focus gets fully obscured behind the 'Learn more../Hide..' popup on the Date and Time screen.</li> </ul>
<a href="#"><u>2.5.7 Dragging Movements</u></a> (Level AA 2.2 only)	Supports	<p>All actions that involve dragging, are provided with a simple pointer alternative.</p>

<a href="#"><u>2.5.8 Target Size (Minimum)</u></a> (Level AA 2.2 only)	Partially Supports	<p>Most of the interactive pointer targets are at least 24 by 24 CSS pixels or have sufficient spacing around them.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>Insufficient spacing is provided between the targets on the Team Calendar Left Sidebar.</li> </ul>
<a href="#"><u>3.1.2 Language of Parts</u></a> (Level AA)	Partially Supports	When the user navigates to the languages inside the 'Language selector,' the non-English links are announced with incorrect accents on the Registration and User Profile screens.
<a href="#"><u>3.2.3 Consistent Navigation</u></a> (Level AA)	Supports	Navigational mechanisms are repeated on the website and occur in the same relative order each time they are repeated. Hence, consistent navigation is provided to the user.
<a href="#"><u>3.2.4 Consistent Identification</u></a> (Level AA)	Supports	Components that provide the same functionality throughout the website can be easily identified by the user.
<a href="#"><u>3.3.3 Error Suggestion</u></a> (Level AA)	Supports	The provided error messages are descriptive enough to understand the error and identify the location where they occur.
<a href="#"><u>3.3.4 Error Prevention (Legal, Financial, Data)</u></a> (Level AA)	Not Applicable	There are no critical forms available where error prevention is required. Error suggestions are enough to fill out the form and correct the errors.
<a href="#"><u>3.3.8 Accessible Authentication (Minimum)</u></a> (Level AA 2.2 only)	Supports	Sufficient mechanisms are provided to assist users with mental effort during authentication or login steps.

<p><b><u>4.1.3 Status Messages</u></b> (Level AA 2.1 and 2.2)</p>	<p>Partially Supports</p>	<p>Most of the updated content automatically notifies the visually impaired users via a screen reader.</p> <p><b><u>Exceptions include:</u></b></p> <ul style="list-style-type: none"> <li>• The invalid email/ password and the confirmation link sent notifications are not announced on the Login screen</li> <li>• The screen reader does not announce the error message 'The calendar...active calendar' when it appears on the Calendars screen.</li> </ul>
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