

# ADA / WCAG Checklist for Power BI Dashboards

Use this as a **pass/fail audit tool**.

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## ● **Must-Have (Failure if missing)**

- Text summary of dashboard insights
  - Accessible data table with same information
  - Non-visual alternative to charts
  - No keyboard traps in embedded content
  - All functionality usable via keyboard (or alternative provided)
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## ● **Structure & Semantics**

- Iframe has a descriptive title
  - All controls have accessible names/labels
  - Logical tab order is defined
  - Headings structure exists on the page
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## ● **Visual Accessibility**

- Color contrast meets 4.5:1
  - Color is not the only way information is conveyed
  - Charts include data labels where needed
  - Text is readable at 200% zoom
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## ● **Screen Reader Support**

- Alt text added to all visuals
- Reading order is logical

- No unlabeled interactive elements
  - Instructions provided for assistive tech users
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### Usability & Cognitive

- Dashboard is not overly dense or cluttered
  - Filters and interactions are simple and predictable
  - Plain-language explanations are provided
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### Bonus (Strongly Recommended)

- CSV/Excel download available
  - Accessible PDF alternative
  - Accessibility statement included
  - Contact method for requesting accommodations
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### Reality Check

Even if you check every box:

 A Power BI dashboard **by itself** will rarely meet full WCAG compliance.

That's why compliance depends on:

- **Supplemental accessible content**
  - **Equivalent alternatives**
  - **Clear user guidance**
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### Simple Rule to Remember

**If a user cannot perceive and understand the data without the visual dashboard, it is not ADA compliant.**