

Page Check

Overview

Page Check is an account-wide feature with several customization options that can be applied at the account, site, and even user level. This provides an administrator flexibility in the implementation of the various quality assurance checks that can be run on a page. Page Check can be run prior to final publish or as Final Check, either optionally or required at the time of publish. Alternatively, the decision to utilize any or all of the page checks can be left for each user to make. Once Page Check is enabled it can be initialized for a checked-out page:

- From **Content > Pages > Review > Page Check**
- From the page view of preview, edit, or while editing with the WYSIWYG Editor

Publish Settings ?

Page Check

Enable Page Check for everyone, by setting per user by an administrator, or by setting to let users enable for themselves.

Page Check Options

- Spell Check
- Link Check
- W3C Validation
- Accessibility Check

Accessibility Guideline

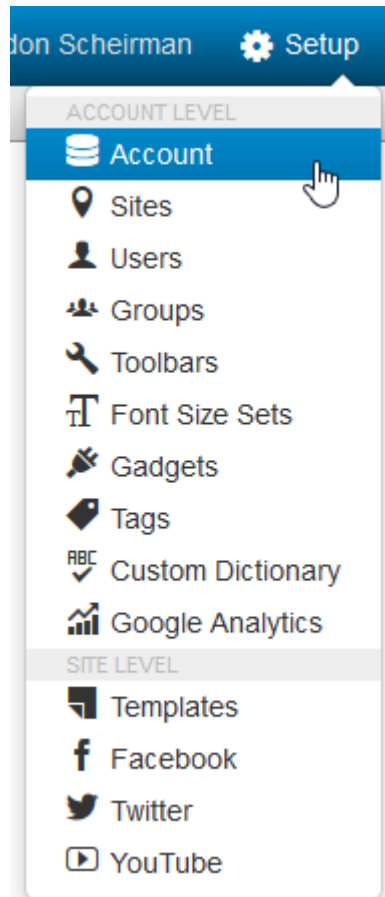
Accessibility Options

- Show Known Problems
- Show Likely Problems
- Show Potential Problems

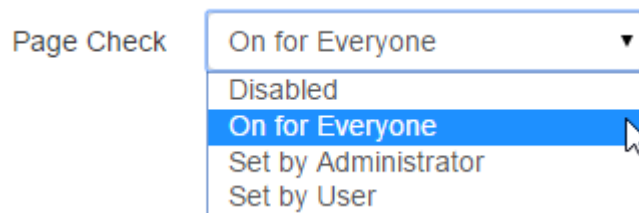
Enabling Page Check

Prior to using Page Check, it must be enabled. Keep in mind that the options enabled in Page Check will be the available options that can be enabled in Final Check, if Final Check is to be enabled. Enabling Page Check activates it for all sites within the account.

1. From the **Setup** menu, choose **Account**.



2. Under **Publish Settings**, chose one of the enable options under **Page Check**:
 - **Disabled**: Disables Page Check for all users. The item does not appear as an option on the Review menu nor is it available when the page is checked out.
 - **On for Everyone**: Enables Page Check for everyone. This is the most common configuration of Page Check.
 - **Set by Administrator**: Administrators can activate Page Check on a per-user basis.
 - **Set by User**: Users can select Page Check for themselves from their [user settings](#).



3. When any one of the enable options is chosen, the Page Check Options are shown. Any or all of the options can be chosen. Note: If Final Check is to be enabled for a site, it must be enabled for Page Check at the account level. If set to Set by Administrator or Set by User, the option to enable Page Check is available in the user settings.
4. When enabled, the Page Check Options include:
 - **Spell Check**: Enables the spell check functionality for Page Check/Final Check. Spell Check identifies any spelling errors on the page. The errors may be within editable regions to which the user does not have access, and may identify words that are not misspelled but

need to be added to the custom dictionary. When using spell check, the choice of custom dictionary is available.

- **Link Check:** Checks the validity of the links during Page Check/Final Check, including both links to other OU Campus managed pages and links to binary files and external websites.
- **W3C Validate:** Checks the markup for the page with W3C validator. For more information: [W3C Valid](#)
- **Accessibility Check:** Checks that published pages meet guidelines for accessibility for all users.

5. When **Accessibility Check** is selected, then the options for Accessibility Guideline and Accessibility Options are likewise enabled.

Accessibility Guideline:

- BITV 1.0 (Level 2): German accessibility standards.
- Section 508: USA federal requirements for accessibility standards.
- Stanca Act: Italian requirements for accessibility standards.
- WCAG: Web Content Accessibility Guidelines: Includes both 1.0 and 2.0 specifications as well as all three priority levels (A–AAA).

Accessibility Guideline	BITV 1.0 (Level 2) ▼
Accessibility Options	BITV 1.0 (Level 2) Section 508 Stanca Act WCAG 1.0 (Level A) WCAG 1.0 (Level AA) WCAG 1.0 (Level AAA) WCAG 2.0 (Level A) WCAG 2.0 (Level AA) WCAG 2.0 (Level AAA)
Publish Threshold	

Accessibility Options: Allows for selecting the specificity of the report based on the following:

- Show Known Problems
- Show Likely Problems
- Show Potential Problems

Accessibility Options	<input checked="" type="checkbox"/> Show Known Problems
	<input checked="" type="checkbox"/> Show Likely Problems
	<input checked="" type="checkbox"/> Show Potential Problems

Accessibility Exceptions: You can create create exceptions for specific accessibility guidelines. Exceptions are listed in a separate tab when Page Check or Final Check is run, and if a page must pass accessibility check to be published, they will not count as a problem that needs to be resolved. Exceptions will not appear as items in Insights reports at all.

Account

Accessibility Exceptions - Section 508

[Active Exceptions](#)
[Available Guidelines](#)

Active Exceptions (3)

<input type="checkbox"/> Guideline ^	Problem Type	Made By	Reason
<input type="checkbox"/> Image (GIF) may flicker.	Potential	zz-omni	No GIFs used
<input type="checkbox"/> Image used as anchor is missing valid Alt text.	Known	zz-omni	Known issue
<input type="checkbox"/> Image used for <code>input</code> element has long Alt text.	Likely	zz-omni	Known issue

The "Active Exceptions" tab shows all exceptions that are currently being applied. To add a new exception, go to the "Available Guidelines" tab and select a guideline. You will be required to enter a reason for creating the exception.

An exception can be deleted by hovering over it and clicking "Remove Exception." Select multiple exceptions to remove more than one at once. Exceptions can also be filtered and sorted by the guideline, problem type, admin who made the exception, and the given reason.

Note that these exceptions are specific to the type of guidelines (e.g. 508, WCAG, WCAG 2.0). If you change the accessibility guideline you are using to run checks, you will have to re-add your exceptions. However, if you return to a previous guideline with exceptions configured, those exceptions will still be there.