

Support-EAM

Supporting the creation of an eAccessibility Mark



SIXTH FRAMEWORK PROGRAMME

Project/Contract no. : **IST-2-004754-SSA**

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D1.3: Intermediate Reports

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PP	Restricted to other programme participants (including the Commission Services)	NO
RE	Restricted to a group specified by the consortium (including the Commission Services)	NO
CO	Confidential, only for members of the consortium (including the Commission Services)	NO

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1 Overview

The deliverable D1.3 (Intermediate Reports) reports activities done from October 2004 to October 2005 under the Support EAM project.

2 Activities from October 2004 – March 2005

The period which goes from October 2004 to March 2005 corresponds to the First Reporting Period of the Support EAM project.

Activities of this period are reported in the “Periodic Activity Report“ sent to the Commission on 14 June 2005.

3 Activities from April 2005 – October 2005

3.1 Project objectives and major achievements

The objectives for this April-October 2005 period were:

- Development, publication and test of UWEM 0.5 within the WAB Cluster.
- Launch of the CEN workshop to address “Specifications for a European certification scheme concerning the delivery of a Quality Mark for Web Content Accessibility”.
- On-going communication and dissemination on the project results.
- Participation in WAI Working Groups.
- Proposal of a New Technical Annex following recommendations of the 28 April review.

The main achievements for this April-October 2005 period are:

- A WAB Cluster face-to-face meeting (WAB Conclave) was organised on in Paris (France) in order to achieve UWEM 0.5.
- Publication of UWEM 0.5 on 18 October 2005 at www.wabcluster.org
- Launch of the test period on UWEM 0.5 against the needs of certification (within Support EAM).
- The CEN Workshop Agreement (CWA) kick-off meeting was hold on 14 April 2005 in Brussels (Belgium).
- 2 meetings of the CEN Workshop were held at AFNOR (Paris, France) on 22/23 June 2005 and 19/20 October 2005.
- On-going communication and dissemination on the project results
- 3 Support EAM partners participated in WAI working groups funded by Support EAM (Teleservicios and Dublin City University for Education and Outreach WAI Working Group; AccessInMind Ltd for WCAGs).
- A New Technical Annex was written according to the recommendations of the 28 April review.

The most important problems for this April-October 2005 period were :

- The time for setting up the WAB Cluster Conclave and the relevant mechanisms to work efficiently.
- The fail to subcontract Michael Cooper (Watchfire) as consultant in the WAB Cluster Conclave.
- The weak participation of industry in the CEN Workshop.
- The delay for getting the second part of fundings from the European Commission (not solved yet).
- The difficulties of 2 majors partners (Bartimeus and Teleservisios) with the lost of 2 main workers in the project (for different reasons).

The corrective actions undertaken are the following ones:

- None. The WAB Cluster Conclave was hold in Paris by BrailleNet without Michael Cooper.
- Several messages were sent to industry to invite them to participate more in the CEN Workshop and self-declaration issue was taken into consideration as requested by industry representatives at the CEN kickoff meeting (Brussels, 14 April 2005).
- None. Official requests were sent several times by the coordinator (BrailleNet) to the European Commission.
- On-going discussion with Bartimeus and Teleservicios to solve the workers problems.

3.2 Consortium management (WP1)

Reports for the first Period

The Project Coordinator sent on 16 June 2005 to the European Commission all reports needed for the validation of the first period:

- Periodic Management Report
- Activity Periodic Report
- Periodic Report distribution
- Publishable Executive Summary
- Plan for using and disseminating knowledge
- Forms C

On 15 September 2005, the Project Coordinator (BNET) received the Result Letter and the Consensus Letter from the European Commission about the project Support EAM during the first period. Answers were sent by BNET by email on 22 September 2005.

Another set of questions were sent by the European Commission to the Project Coordinator on 26 September 2005. Answers were sent by BNET by email on 11 October 2005.

New Technical Annex

The Project Coordinator sent on 10 June 2005 to the European Commission the New Technical Annex.

After some changes, the final version approved by the European Commission is the one dated 7 July 2005.

The objective of the project was written as following :

*The objective of the SUPPORT-EAM is to propose a **strategy for creating a Web Accessibility Quality Mark for Web services** by the end of 2005, as part of the Action Plan eEurope 2005: An information society for all.*

It refers to the Council Resolution on "eAccessibility" - improving the access of people with disabilities to the Knowledge Based Society (doc. 5165/03), inviting the Commission and the member states "to consider the provision of an "eAccessibility mark" for goods and services which comply with relevant standards for eAccessibility"

The project will maintain **three distinct work packages** concentrating on :

- WP2: the development a harmonised methodology used for assessing Web Accessibility (single-site or large-scale) – within WAB Cluster. Further work in WP2 will focus on the validation of the UWEM0.5 document by implementing it in an inspection procedure for labelling Web sites
- WP3: Recommendations concerning the requirements for a Web Accessibility certification scheme. Further work in WP3 will focus on the provision of the necessary inputs to the CEN Workshop and the follow up of activities in the Work shop
- WP4: Dissemination of knowledge over Europe. Further work in WP4 will focus on preparing courses and organising outreach meetings in several countries

The creation of a European Authority having enough credibility and legitimacy to be able to promote and maintain a Quality Mark over Europe is obviously not realistic in the timeframe of the project. Thus, the new Technical Annex will be clearer on the fact that the objective of the project is only to propose a realistic strategy for the implementation of a Web accessibility quality scheme at European level and to provide useful information for its further implantation.

The reallocation is summarised in the table following :

Work Package	initial distribution	new distribution
WP2	31,4	24,8
WP3	26,6	27,4
WP4	19,7	25,5
Total	77,7	77,7

New template for Monthly Report

Following the first period review and the various detailed demands from the European Commission on work done by all partners (to be included in the Periodic Management Report), the Project Coordinator has improved the template of the monthly report and sent this new template to all partners on 23 June 2005.

This template is presented in annex.

Working Plan

Following the approval of the new Technical Annex and according to it, the Project Coordinator has written a very detailed working plan showing for each deliverable the exact work to do, with the name of the deliverable leader and of partners involved, dates, person months by partners.

This working plan was validated by all partners at the Support EAM phone meeting on 28 September 2005 (confirmation by email was requested too).

Then, this working plan was sent to the European Commission on 6 October 2005 for validation. The Project Coordinator received the same day this validation (by email).

Face-to-Face meetings

From April to October 2005, 2 face-to-face meetings were organised :

- 13 April 2005 (Brussels, Belgium)
- 18 October 2005 (Paris, France)

Phone meetings

From April to October 2005, 3 phone meetings were organised :

- 11 May 2005
- 13 September 2005
- 28 September 2005

3.3 Workpackage progress of the period

The Support EAM project has 4 workpackages, whose one (WP1) is about project management:

- WP2 (WAB1a): Evaluation Methodology
- WP3: European Authority – Quality Mark
- WP4: Dissemination – Exploitation

3.3.1 Workpackage 2 (WAB1a): Evaluation Methodology

3.3.1.1 Progress towards objectives

Participant No.	Participant name	WP2: Work performed by each participant during the period April-October 2005
1	Association Braillet	April 2005 Report on D-WAB2.8 (Necessary Information for Policy Makers) to be part of UWEM0.5 report. May 2005

		<p>Discussion with the WAB Cluster and Watchfire about Watchfire contract.</p> <p>June 2005 Organisation and participation of the Conclave on UWEM in Paris on 6-7-8 June 2005.</p> <p>July 2005 Setting up of a questionnaire (template) for providing information on the Web Accessibility Labelling Schemes that are currently used in Europe.</p> <p>August 2005 Comments of UWEM version M.</p> <p>September 2005 Review on section 5 (checkpoints) of the version M of UWEM0.5 for checkpoints 1.4, 6.1, 6.2, 6.3, 11.4.</p> <p>October 2005 UWEM Evaluation / Harmonisation Exercise : Collecting an initial set of information about 4 tests from AccessiWeb scheme corresponding to 4 WAI Checkpoints WCAG1.0 (priority 1) and filling in the data base provided by RINCE (Barry McMullin).</p>
2	Fundosa Teleservicios	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Comparative study Between Methodologies. ▪ Document & Methodology Review. <p>May 2005</p> <ul style="list-style-type: none"> ▪ Comparative study between methodologies. ▪ UWEM Document revision and MEWA adaptation to be used in UWEM. <p>June 2005</p> <ul style="list-style-type: none"> ▪ Participation in the Conclave and Work on the UWEM. ▪ MEWA adaptation to be used in UWEM. <p>September 2005 Review on section 5 (checkpoints) of the version M of UWEM0.5 for checkpoints 1.4, 6.1, 6.2, 6.3, 11.4.</p> <p>October 2005 UWEM Evaluation / Harmonisation Exercise : Collecting an initial set of information about 4 tests from Teleservicios Evaluation scheme corresponding to 4 WAI Checkpoints WCAG1.0 (priority 1) and filling in the data base provided by RINCE (Barry McMullin).</p>
3	Bartimeus Accessibility Foundation	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Editing of the UWEM0.5 draft document including editing, inclusion and review of different versions of the subtasks. ▪ 2 telecons with W3C and reporting back through mail and discussing further approach with coordinators. ▪ Cluster phone meeting, discussion bilateral with SEAM,

		<p>EIAO and BTW together with Eric. Among the dates are larger meetings by phone like: April 1: Telecon for subtask 1; April 4: telecon for subtask 4; April 7: WabCluster telecom.</p> <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ Reviewing of the UWEM0.5 drafts provided by the subtasks in the Cluster. ▪ Cluster coordination in the form of many telecons. <p>May 2005</p> <ul style="list-style-type: none"> ▪ Revision of W3C Evaluation Resource Suite for input and output of UWEM0.5 and for discussion with W3C and use in the cluster. ▪ Preparation of Conclave meeting in Paris. ▪ Editing UWEM0.5 draft document including review of different versions of the subtasks brought in by groups. <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ More editing of the UWEM0.5 draft sections provided by the subtasks in the Cluster. ▪ Cluster telecons bilateral with coordinators and other section leaders focused on content changes and textual changes, directions and revisions. <p>June 2005</p> <ul style="list-style-type: none"> ▪ Editing of UWEM document and preparation of agenda for the Conclave with clusterleaders and PO. ▪ Conclave meeting starting on 7 june and going on for the week. <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ Conclave meeting and preparation discussion. ▪ Phone meetings just in the two weeks preceding the conclave about what we need to have ready, direction of the document and technical details of the UWEM0.5, discussion with Dominique and many with Carlos and others about how to proceed for the contents of the meeting, Dates. <p>July 2005</p> <ul style="list-style-type: none"> ▪ Editing of UWEM document from the Conclave. ▪ Telephone conference WAB cluster board offline 1st of july and two times in days after. There are partly reports of these meetings on the BSCW server. <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ Coordination of WAB Cluster by phone calls. ▪ Telephone conference WAB cluster board offline 1st of july and two times in days after. <p>August 2005</p> <ul style="list-style-type: none"> ▪ UWEM review and changing of documents and sections text. ▪ Preparing to setup dissimination plan with EIAO first week. ▪ Working on the numbering of the UWEM file for review
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		<p>by W3C.</p> <ul style="list-style-type: none"> ▪ Telephone discussion 4 aug offline cluster list including writing report and short discussion and changes to document based on the findings. Further telephone calls and preparations for the contents of UWEM0.5 on 8th, 24th only with W3C, 27th. <p><u>Work Self-funding (Eric Velleman):</u> UWEM calls and review of documents and sections See discussions in list and versioning of document. Many sections where changed and discussed for changes with different members of the Cluster and the cluster coordinators.</p> <p>September 2005</p> <ul style="list-style-type: none"> ▪ Finishing UWEM0.5, until the 20th when we place the almost definitive reviewed version M of UWEM online on the 24th. Updates during the next days. Many versions of the documents for W3C. Revisions of the document. ▪ Telephone calls and preparations, 4th, 5th with W3C, and more calls with W3C and clusterboard for review. <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ Finishing UWEM0.5, until the 20th when we place the almost definitive reviewed version M of UWEM online on the 24th. Updates during the next days. Many versions of the documents for W3C. Revisions of the document. ▪ Telephone calls and preparations, 4th, 5th with W3C, and more calls with W3C and clusterboard for review. <p>October 2005</p> <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ Feedback for final version of UWEM0.5, versions until N have been produced. ▪ Calls including discussion about agenda, contents, reporting about the textual changes necessary and other changes including follow up for editing. ▪ Discussion with Judy and Shadi offline to prepare changes and editorial walk-through for calls and reviews (4/10)(5/10) and others not documented.
4	Dublin City University	<p>April 2005 Review of UWEM 0.5, investigation of further example cases.</p> <p><u>Work Self-funding (Barry McMullin):</u> Contribution to review and integration of UWEM 0.5 development work.</p> <p>May 2005 Participated in WAB Cluster activities to refine UWEM 0.5, specifically the evaluation procedure relating to the scoping and sampling of a website.</p> <p><u>Work Self-funding (Barry McMullin):</u></p>

		<ul style="list-style-type: none"> ▪ Participated in WAB Cluster activities to refine UWEM 0.5, specifically the evaluation procedure relating to the scoping and sampling of a website. ▪ Co-ordination with W3C WAI EOWG; membership processing and participation in EOWG reviews and telecons. <p>June 2005</p> <ul style="list-style-type: none"> ▪ Research into quality marks/schemes relating to web accessibility resulting in a draft working paper titled "Summary of Web Accessibility Quality Marks / Evaluation Schemes" ▪ Investigation and development of XML schemas for scope disclosure as component of UWEM. <p><u>Work Self-funding (Barry McMullin):</u></p> <ul style="list-style-type: none"> ▪ Participated in WAB Cluster activities to refine UWEM 0.5. ▪ Participation in EOWG reviews and telecons. <p>July 2005</p> <p>Filling in Labeling Schemes questionnaire for the 'See it Right', 'Excellence through Accessibility Award' and W-mark schemes (Deliverable activity DWAB3-1).</p> <p><u>Work Self-funding (Barry McMullin):</u> Participating as a member of the WAI EOWG.</p> <p>August 2005</p> <ul style="list-style-type: none"> ▪ Prepared and edited the draft document DWAB3-2 - Harmonisation Phase. ▪ Review of draft WCAG 2.0 to assess relevance/relationship to UWEM and S-EAM harmonisation. <p><u>Work Self-funding (Barry McMullin):</u> Participating as a member of the WAI EOWG.</p> <p>September 2005</p> <ul style="list-style-type: none"> ▪ Editing DWAB3-2 following comments from other S-EAM members. ▪ Initial investigation of database system to store and compare Labelling Schemes from around Europe (contribution to deliverable DWAB3-3). Structured the database and entered the WCAG 1.0 and Accessiweb checks. <p><u>Work Self-funding (Barry McMullin):</u></p> <ul style="list-style-type: none"> ▪ Participating as a member of the WAI EOWG. ▪ Contribution to design/development of database of labelling scheme checks. <p>October 2005</p> <p>Development of a database to gather information from the Accessiweb, Dremplelvrij.nl and Teleservicios labelling schemes. This will be used in the evaluation of UWEM.</p>
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		<p><u>Work Self-funding (Barry McMullin):</u></p> <ul style="list-style-type: none"> ▪ Participating as a member of the WAI EOWG. ▪ Contribution to design/development of database of labelling scheme checks.
5	Universität Linz	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Preparation for review. <p>May 2005</p> <ul style="list-style-type: none"> ▪ Phone meeting, information exchange about results of review. ▪ Review concept for conclave, follow cluster discussions about conclave. <p>June 2005 UWEM inspection.</p>
6	Katholieke Universiteit Leuven Research & Development	<p>April 2005 Contributing to the D-WAB2.8 information collection on legal frameworks for Accessibility promotion in Europe: a compilation on the Belgian situation was made</p> <p>July 2005 <u>Work Self-funding (Jan Engelen):</u> Advisory work to CEN workshop document writing.</p> <p>August 2005 <u>Work Self-funding (Jan Engelen):</u> Advisory work to UWEM writing.</p> <p>September 2005 <u>Work Self-funding (Jan Engelen):</u> Advisory work to UWEM writing.</p>
7	Accessinmind Limited	<p>April 2005 Reviewing UWEM [Updating UWEM to include checkpoints deprecated by WAI in WCAG 2.0, as WAB board suggest that they are still relevant for WCAG 1.0.][Telecon with WAB subtask members 8/4].</p> <p>May 2005</p> <ul style="list-style-type: none"> ▪ UWEM Review [Review of 4 possible Section 5 templates, selection of a single template] [Filling in chosen template with checkpoint material Support-eam was asked to supply by the WAB board i.e. Checkpoints 1.4, 6.1, 6.2, 6.3, 6.4, 6.5, 10.1, 10.2, 11.2, 11.4]. ▪ Talks with Michael Cooper about Conclave [Walk-through of UWEM with Michael Cooper to bring him up to speed with document] [Review of several versions of Michael Cooper's Requirements for UWEM] [Discussion on UWEM, inc. sampling method etc...] [Organisation of UWEM Conclave with Michael Cooper as co-ordinator]. <p>June 2005:</p> <ul style="list-style-type: none"> ▪ WAB Conclave [3 day face-to-face in Paris (6th, 7th and

		<p>8th June)].</p> <ul style="list-style-type: none"> ▪ Conclave preparation [Peer review of Support-eam section 5 material in new template format, as requested by the WAB board] [General review of all content in UWEM to ensure no time being wasted in the conclave.]. ▪ UWEM review [post conclave review of amended UWEM]. <p>October 2005 Preparation of Data Collection Task for DWAB 3.3-1 & DWAB 3.3-2. This task is to be circulated to members of Support-EAM. What each evaluator does in reality when undertaking an evaluation will be recorded in an on-line database. The results of this database will then be used to write the deliverables for DWAD 3.3- & DWAB 3.3-2</p>
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3.3.1.2 Deviations from the project work programme, and corrective actions taken/suggested

The working plan about WP2 is the following one:

Deliverable N°	Deliverable reference and title	Deliverable description	Delivery Date
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WP2 (WAB Cluster)				
9	D-WAB1	Requirements document	31/12/2005	
10	D-WAB2	Preliminary Unified website evaluation methodology (UWEM-0.5)	31/03/2005	
11	D-WAB3	Evaluation of UWEM-0.5	DWAB3-1 - Descriptive Phase : Descriptions of the process followed by local organisation (recognised as local "authorities") for awarding Websites with labels in different countries: procedure, organisations, criteria, inspection mechanisms. AccessiWeb, MEWA Label, Drempelvrij, IE Label, IS label, BlindSurfer, See it Right. These description will be based on a template established by BNET, DCU, IS.	15/07/2005
			DWAB3-2 - Harmonisation Phase: three partners collate these data and propose a harmonised labelling process that could work at European level. This should cover A and AA WAI/WCAG	30/09/2005
			DWAB3-3 - Evaluation Phase: partners test UWEM0.5 as an evaluation methodology to assess a Web site and produce a feedback report [Note: BNET and ACC must provide with a questionnaire to compare UWEM 0.5 (action taken under WAB Cluster Board).]	15/12/2005
			DWAB3-4 - Consolidation Phase: Two other partners comment and amend this labelling process, reshape it.	30/01/2006
			DWAB3-5 - Mutual recognition Phase: Most partners work on this scheme as to establish a concordance table between the harmonised process and the different local process. We propose a migration plan.	28/02/2006
12	D-WAB4	Unified website evaluation methodology (UWEM-1.0)	Update of the UWEM0.5 towards UWEM1.0: ACC reports on that work and proposes the necessary modifications to the UWEM0.5 document according to the evaluation report.	31/03/2006
13	D-WAB5	Prototype demonstrator		31/03/2006
14	D-WAB6	Reports on coordination with WCAG WG's including WCAG WG, EOWG and ERT WG		31/03/2006

We can observe that UWEM 0.5 was delivered late against the initial date.

The evaluation phase of UWEM 0.5 within Support EAM has started (end of October 2005).

3.3.2 Workpackage 3: European Authority – Quality Mark

3.3.2.1 Progress towards objectives

Participant No.	Participant name	WP3: Work performed by each participant during the period April-October 2005
1	Association Brailletnet	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Face-to-face meeting with AFNOR (4 April 2005). ▪ Preparation and chair of the Kickoff meeting of the CEN Workshop at Brussels 14 April. <p>May 2005</p> <ul style="list-style-type: none"> ▪ Preparative work for the CEN workshop in June. ▪ Discussion with CapGemini to write a report as an input for the CEN Workshop (emails and phone meetings on 23 may 2005). <p>June 2005</p> <ul style="list-style-type: none"> ▪ Preparation with AFNOR about the CEN Workshop. ▪ Preparation with CapGemini about the presentation of a report as an input for the CEN Workshop (phone meeting on 1 and 8 June with Mark Polman). ▪ Support EAM Face-to-Face Meeting to prepare CEN Workshop. ▪ CEN Workshop on 22-23 June. ▪ Editing work on the four sections from the CEN Workshop Business Plan. <p>July 2005</p> <ul style="list-style-type: none"> ▪ Editing work on the section 4 from the CEN Workshop Business Plan. ▪ Reading and comments of work done in the 3 sections (1, 2 and 3) of the CEN Workshop. <p>August 2005:</p> <ul style="list-style-type: none"> ▪ Writing of section 1 document for the CEN Workshop. ▪ Reading and comments of work done in the 3 sections (1, 2 and 3) of the CEN Workshop. ▪ Phone meeting with editors of CEN workshop sections (30 August 2005). <p>September 2005</p> <ul style="list-style-type: none"> ▪ Writing of section 1 document for the CEN Workshop. ▪ Reading and comments of work done in the 3 sections (1, 2 and 3) of the CEN Workshop. ▪ Phone meeting with editors of CEN workshop sections on 13 September 2005. ▪ Meeting with Tony Hittema (AFNOR Secretariat) to

		<p>prepare the 19-20 October CEN Workshop (agenda, list of documents to send, ...) on 20 September 2005.</p> <p>October 2005</p> <ul style="list-style-type: none"> ▪ Review of section 1 (version 2) document for the CEN Workshop. The 4 Sections' documents were sent on 04/10/05 to AFNOR. AFNOR sent them on 06/10/05 to CEN members. ▪ CEN Workshop on 19 and 20 October 2005 (Paris, France).
2	Fundosa Teleservicios	<p>April 2005</p> <ul style="list-style-type: none"> ▪ CEN Workshop meeting at Brussels. ▪ Document Translation "Certification model(s) in Europe delivering a Quality Mark". This document has been used in the certification scheme on Web accessibility. <p>June 2005</p> <ul style="list-style-type: none"> ▪ Cen Workshop in Paris. ▪ Editing Section 2 "Requirements for organizations". <p>August 2005:</p> <ul style="list-style-type: none"> ▪ Writing of section 2 document for the CEN Workshop. ▪ Phone meeting with editors of CEN workshop sections (30 August 2005). <p>September 2005</p> <ul style="list-style-type: none"> ▪ Writing of section 2 document for the CEN Workshop. ▪ Phone meeting with editors of CEN workshop sections on 13 September 2005. <p>October 2005</p> <ul style="list-style-type: none"> ▪ Leader of section 2 of the CEN Workshop. ▪ CEN Workshop on 19 and 20 October 2005 (Paris, France).
3	Bartimeus Accessibility Foundation	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Preparing work for Eric for CEN workshop: Preparatory work. Discussing and writing answers to questions from AENOR ▪ Discussion and review of Dublin core document and taking part in discussion about transparency. ▪ Work on accreditation scheme and quality mark procedure for CEN workshop based on Dutch examples. This model has been presented before the CEN workshop also to Francois and Inma just before that. For this, we studied existing schemes in the Netherlands, made some preliminary translations into Dutch. <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ Multiple days in Brussels for the workshop and review meetings. ▪ Preparation of AENOR answers and other questions for CEN workshop. <p>May 2005</p>

		<p>Work on contract for Cap Gemini for CEN workshop. This was prepared together with Dominique Burger and Cap Gemini.</p> <p><u>Work Self-funding (Eric Velleman):</u></p> <ul style="list-style-type: none"> ▪ Work on schemas for certification, finding other examples and working out the Dutch version. ▪ Discussion about participation of Cap Gemini Mark Polman. <p>June 2005</p> <ul style="list-style-type: none"> ▪ Work on finalizing contract for Mark Polman and Non Disclosure Agreement and contact with Cap Gemini for closing contract. ▪ Preparation and review of materials for F2F and CEN workshop. ▪ Discussion in mail on TA changes related to CEN workshop. ▪ ISO discussion involvement and reading on accreditation sorts like accreditation for products, processes and persons. <p>July 2005</p> <ul style="list-style-type: none"> ▪ Reading the CWA discussion online.
4	Dublin City University	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Preparation/review for CEN CWA kickoff meeting. ▪ Participation in S-EAM project meeting and CEN CWA kickoff meeting. <p>May 2005</p> <p><u>Work Self-funding (Barry McMullin):</u> Participation in CEN CWA kickoff meeting.</p> <p>June 2005</p> <p><u>Work Self-funding (Barry McMullin):</u> Preparation and participation in the first meeting of the CEN workshop.</p> <p>July 2005</p> <ul style="list-style-type: none"> ▪ Preparing template for Labelling schemes questionnaire as part of CWA Section 4 (Deliverable activity D3.3). ▪ Review of CEN WS/WAC documentation (“Framework for a European Quality Scheme regarding Web Accessibility Evaluation” and “Requirements for the process to be followed by each organisation before issuing the Web Accessibility Quality Mark”). Deliverable activity D3.3. <p><u>Work Self-funding (Barry McMullin):</u> Participation in CEN drafting groups.</p> <p>August 2005</p> <p>Submitted comments to the CWA sections 2, 3 and 4.</p> <p><u>Work Self-funding (Barry McMullin):</u></p>

		<p>Review/contribution to CEN WS/WAC draft document, section 3.</p> <p>October 2005 <u>Work Self-funding (Barry McMullin):</u> CEN Workshop (19, 20 October; Paris)</p>
5	Universität Linz	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Preparations for meeting Brussels: study agenda and business plan, read statements reg. CEN workshop. ▪ Face-to-face meeting in Brussels on Apr 13. ▪ CEN workshop in Brussels on Apr 14. <p><u>Work Self-funding (Klaus Miesenberger):</u> BusinessPlan.</p> <p>May 2005</p> <ul style="list-style-type: none"> ▪ Work on business plan. ▪ Read report from CEN Kickoff Workshop. <p>June 2005</p> <ul style="list-style-type: none"> ▪ Read documents by CEN/AFNOR. ▪ Set up infrastructure for Editing Groups of CEN Workshop: mailinglists, archive for mailinglists, BSCW workspace. ▪ Research for editing section 4. <p><u>Work Self-funding (Klaus Miesenberger):</u> Participation in f2f-meeting and CEN Workshop in Paris.</p> <p>July 2005</p> <ul style="list-style-type: none"> ▪ Configure workspace and mailinglists, add members of the single sections / editing groups to the appropriate workspace and mailinglist facilities. ▪ Work on checklist for editing section 4. <p>August 2005</p> <ul style="list-style-type: none"> ▪ Maintain workspace and mailinglists for editing groups. ▪ Work for editing section 4 of the CEN Workshop Agreement. ▪ Work for editing section 4 of the CEN Workshop Agreement: fill checklist and generate first draft of section 4 document. ▪ Teleconference of editing chairs on Aug 30. <p>September 2005</p> <ul style="list-style-type: none"> ▪ Collect remarks regarding the first draft of editing section 4 and incorporate them into the draft. ▪ Research: Useful Norms and Guides for editing section 4 / Good Practices – ISO Guide 60:2004 and ISO/IEC Guide 65:1996. <p>October 2005</p> <ul style="list-style-type: none"> ▪ Prepare for meeting: read documents, make slides. ▪ Participate in Face-to-face meeting in Oct 18 (full day). ▪ Participate in CEN Workshop in Paris on Oct 19 (full day) and Oct 20 (morning only).

		<ul style="list-style-type: none"> ▪ Extract important aspects from results of CEN Workshop, formulate new tasks for section members, contact section members, collect missing information about quality marks reg. the new requirements defined during the CEN Workshop and update checklist.
6	Katholieke Universiteit Leuven Research & Development	<p>April 2005 Finalising the evaluation of WP3 questionnaire: production of the overview</p> <p><u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Starting analysis of EU, ENABLED and Support-EAM questionnaire results. ▪ Preparation of a presentation for the CEN Workshop: certification schemes in Europe. ▪ Participation to the CEN Workshop. <p>May 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Studying CEN workshop documents for 2nd meeting. ▪ Preliminary study of the public results of: <ul style="list-style-type: none"> ▪ EU Commission on line questionnaire. ▪ ENABLED questionnaire. <p>June 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Collecting info on other ongoing or recent web accessibility surveys: BentoWeb, Smartline Systems et Readspeakr. <p>August 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Advisory work to CEN workshop document writing, especially Section 2 (editor: Alan Chuter). <p>September 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Studying CEN/WAC documents for the October meeting. <p>October 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ CEN Workshop (19, 20 October; Paris)
7	Accessinmind Limited	<p>April 2005</p> <ul style="list-style-type: none"> ▪ Support-EAM Face-To-Face Brussels (CEN) 3.3. ▪ Preparation for CEN workshop Kick-Off 3.3. ▪ CEN Workshop Kick-Off 3.3. ▪ 'Policy For Sweden' document [producing the written document, including research and telecons with relevant Swedish Government departments]. <p>May 2005</p> <ul style="list-style-type: none"> ▪ Research for CEN Workshop 3.3 [Investigation of

		<p>requirements for Inspection Methodology to support EN 45011, for input into CEN process] [General investigation into ISO standards covering certification / suppliers self-declaration of conformity].</p> <p>June 2005</p> <ul style="list-style-type: none"> ▪ Support team face-to-face [Discussions including CEN workshop direction] (21st). ▪ CEN Workshop (22nd / 23rd). ▪ Researching / Writing 1st Draft Section 3 [Reviewing 10 ISO standards relating to product certification and requirements for standards able to support conformity assessment] [Drafting a 'strawman' Section 3 for internal comments] [Sending out draft for peer review by CEN members in the Section 3 editing group]. <p>July 2005</p> <ul style="list-style-type: none"> ▪ Managing Section 3 group / updating 1st Draft Section 3 [Production of new versions of Section 3 to reflect new research (mostly information contained in ISO documents) and comments from Section 3 editors group]. <p>August 2005</p> <ul style="list-style-type: none"> ▪ [Managing CEN Section 3 editing group] [Producing updated versions of Section 3 to reflect comments][Finalising Section 3 for input into CWA] [Telecon with Editors of all CEN sections 30/8]. <p>September 2005</p> <ul style="list-style-type: none"> ▪ [Research relating to Keymark, and further comments from EC Resolution, in relation to the CWA and Section 3 activities. The research will be needed in order to answer questions in the CEN workshop.]. <p>October 2005</p> <ul style="list-style-type: none"> ▪ Producing the final version of Section 3 CWA – submitted to CEN co-ordinator 3/10 (version to be circulated to all persons involved in the CEN workshop). ▪ Face-To-Face (Paris) 18/10 - Preparation of the CEN Workshop / Presentation of slides on section 3 / Presentation about DWAB 3.3-1 & DWAB 3.3-2. ▪ CEN Workshop (Paris) 19/10 & 20/10. ▪ Creation & Submission of possible certification model into CWA Section 1 Authors. Model is based on feedback received from CWA and the UK Government's eAccessibility Conference in London.
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3.3.2.2 Deviations from the project work programme, and corrective actions taken/suggested

The working plan about WP3 is the following one:

Deliverable N°	Deliverable reference and title		Deliverable description	Delivery Date
WP3				
15	D3.1	State-of-the-art of Certification scheme in Europe	This study has been conducted in order to prepare documents for the CEN Workshop [read the report "European Context for guaranteeing the conformity of a Web Site to eAccessibility specifications: Certification, Accreditation and Quality Mark" written by TSERV on 31st March 2005].	30/09/2005
16	D3.2	Stakeholders' needs for a Quality Mark	This study of Stakeholders' needs for a Quality Mark has been conducted from February 14th 2005 to March 15th 2005. It has produced a full report (Deliverable D3.2) and a summary report available on the Web.	31/03/2005
17	D3.3	Editing work for the CEN Workshop	• T3.3.1: "Directions for editing CEN Workshop Agreement (CWA)" : Business Plan + working plan in the CEN Workshop + directions	31/03/2006
			• T3.3.2: "Archive of CEN Workshop Agreement" that will constitute a memory of the discussions during the workshop before reaching an agreement. It will archive different contributions and draft versions of the CEN Workshop Agreement, as to make possible to understand what difficulties have been overcome.	31/03/2006
18	D3.4	CWA Implementation Plan	The "Implementation Plan" will constitute a background material for any organisation wishing to implement a Certification scheme based on the CWA.	28/02/2006
19	D3.5	Stakeholders' needs for a European Authority	This study of Stakeholders' needs for a European Authority will be conducted according to requirements made by the CEN/ISSS participants end 2005 in order to better apprehend expectations of national Stakeholders, to present and possibly validate locally the draft of the CEN Workshop Agreement and then to provide inputs for the final writing of the CWA. The Web will be the main support for conducting this study.	28/02/2006

The CEN Workshop is running according to the planning. Last meeting before the release of the CEN Workshop Agreement for public comments will be hold on 14 and 15 September 2005 at AFNOR (Paris, France).

Industry involvement is low even if all documents and discussions are sent to them through the CEN mailing list and direct emails from the Project Coordinator (BrailleNet).

3.3.3 Workpackage 4: Dissemination - Exploitation

3.3.3.1 Progress towards objectives

Participant No.	Participant name	WP4: Work performed by each participant during the period April-October 2005
1	Association Brailletnet	<p>September 2005</p> <ul style="list-style-type: none"> ▪ Writing of the article on Support EAM for AAATE 2005. ▪ Presentation of the Support EAM project at AAATE 2005 [6 Sept. 2005]. ▪ Preparation and meeting with the CNCPH (National French Committee for Persons with Disabilities) about the writing of the French "decret" on Web accessibility obligation for public Web sites in France [16 September 2005]. <p>October 2005</p> <ul style="list-style-type: none"> ▪ Meeting with ADAE (Agence pour le Développement de l'Administration Electronique) which is in charge of writing the 'decret' of the law on Web Accessibility (05

		<p>October 2005): risk of fragmentation in France. Minutes published on line on www.accessiweb.org and launch of an online discussion through the mailing list "Accessibilité Numérique".</p> <ul style="list-style-type: none"> ▪ D4.1 "Accessibility Evaluation Curriculum": review of the scope and the plan of the curriculum (Task D4.1.1) on 05 October 2005.
2	Fundosa Teleservicios	None.
3	Bartimeus Accessibility Foundation	<p>June 2005 Preparation of presentation for W3C10 in Nice. The slides can be found on the site of the WWW Ten conference of W3C in Sophia Antipolis in the presentation presented by Eric.</p>
4	Dublin City University	<p>April 2005 Local dissemination/liaison with the National Disability Authority, National Council for the Blind of Ireland, Irl-Dean National Contact Centre and other interested parties in Ireland.</p> <p><u>Work Self-funding (Barry McMullin):</u> Local dissemination/liaison with the National Disability Authority, National Council for the Blind of Ireland, Irl-Dean National Contact Centre and other interested parties in Ireland.</p> <p>June 2005</p> <ul style="list-style-type: none"> ▪ Dissemination activities, including the promotion of e-Accessibility in public services through the activities of the local Irl-Dean network. ▪ Investigation of training resources on accessibility evaluation and techniques for accessible authoring. <p>July 2005</p> <ul style="list-style-type: none"> ▪ Outreach to Irl-Dean network. Face-to face meetings 4th July, 26th July. Ongoing email notification and correspondence regarding proposed seminar on eaccessibility quality marks. Planning of seminar programme, dissemination of seminar announcement. Deliverable activity D4.2. ▪ Review of draft WCAG 2.0; research/outreach to Irl-Dean regarding response, appropriate priority for code validity checkpoint, interaction with evaluation and certification. Deliverable activity D4.2. ▪ Investigation/evaluation of online training platforms and resources for e-accessibility evaluation training. Deliverable activity D4.1. <p><u>Work Self-funding (Barry McMullin):</u> Meetings with NDA, NSAI.</p> <p>August 2005</p> <ul style="list-style-type: none"> ▪ Prepared and organised seminar titled 'Web Accessibility Quality Marks in Europe',

		<p>(http://eaccess.rince.ie/events/2005/eaccess-marks-aug-2005/) with speakers, Dominique Burger (accessiweb and s-eam), Barry McMullin (DCU and s-eam) and Donal Rice (National Disability Authority, Ireland.) DCU. 31st August 2005. Deliverable activity D4.2.</p> <ul style="list-style-type: none"> ▪ Participated in outreach to Irl-DEAN network in relation to accessibility and evaluation. Review/contribution to Irl-Dean materials, including draft article on relevant legislation (http://www.design-for-all.ie/documents/govtaccessibility_short.htm). F2F meeting, NCBI, 17th Aug 2005. Deliverable activity D4.2. <p><u>Work Self-funding (Barry McMullin):</u> Working with the local IRL-Dean network to review provisions of new Irish Disability Act in relation to accessibility, evaluation/quality marks, promotion of accessibility in public sector websites; discussions/participation in working group on proposed NDA "accessibility audits"; participation in seminar titled, 'Web Accessibility Quality Marks in Europe', DCU 31st Aug 2005.</p> <p>September 2005</p> <ul style="list-style-type: none"> ▪ Participation in Irl-DEAN F2F liasion meeting (28th September 2005). Included in the agenda was the assembly of a workgroup to discuss the creation of design-for-all course materials, potentially including accessibility evaluation. ▪ Preparation of accessible online versions of presentations from S-EAM dissemination seminar 'Web Accessibility Quality Marks in Europe' (contribution to Deliverable D4.2.. Available as follows: <ul style="list-style-type: none"> ▪ Dr. Dominique Burger: The AccessiWeb Web Accessibility Quality Mark ▪ Dr. Barry McMullin: <i>The Support-EAM Project - status and prospects</i> ▪ Dónal Rice: <i>Excellence through Accessibility Award</i> <p><u>Note:</u> this preparation includes a certain amount of investigation of available tools and experimentation with different approaches to transforming from .ppt to accessible HTML; and then manual "fixing up".</p> <p>October Outreach: participation in Irl-Dean meeting, 19th October 2005, discussing development of curriculum materials on Design-for-All, including accessibility evaluation.</p>
5	Universität Linz	<p>April 2005 write WP4 report - including a report about the evaluation of</p>

		<p>the E-Learning system called ATutor.</p> <p><u>Work Self-funding (Klaus Miesenberger):</u> Dissemination, Awareness raising.</p> <p>May 2005</p> <ul style="list-style-type: none"> ▪ Skype meeting, discuss future of WP4, re-structure WP4. <p>June 2005</p> <ul style="list-style-type: none"> ▪ Present project in university seminar for dissemination. ▪ Study new distribution of tasks and detailed workplan <p>September 2005</p> <ul style="list-style-type: none"> ▪ Support-EAM Phone meeting on Sept 13. and 28. ▪ Discuss Web Accessibility Evaluation Curriculum over mailing list, collect ideas and training material from partners. ▪ Research for existing curricula: university courses, online courses, etc.. ▪ Explore the tool WARP – Web Accessibility Resource Planner by WebAIM. <p>October 2005</p> <ul style="list-style-type: none"> ▪ Write concept for Web Accessibility Evaluation Curriculum. ▪ Incorporate remarks by partners into concept for Web Accessibility Evaluation Curriculum. ▪ Extract important aspects for future work from the results of the face to face meeting. ▪ Study the WAI curriculum as an example for existing curricula.
6	Katholieke Universiteit Leuven Research & Development	<p>April 2005</p> <p><u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ preparation meeting (telconf) for the first S-EAM review (Brussels) ▪ lobbying within "eeurope-pwd" mailing list ▪ participation to the Web cluster review meeting in Brussels <p>May 2005</p> <p><u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Participation with presentation to EUAIN workshop on structuring documents (May 12; available from: http://www.euain.org/modules/wfsection/article.php?articleid=162). ▪ Contacts with "Daisy-vlaanderen" and several REVA participants (workshop on May 12, 2005). ▪ Participation with presentation on Design for All issues for the "Flemish software platform" VSP (May 26; available from: http://www.vsp-vzw.org/Events/Archief.php?id=Event_2005-05-26_Design_for_all). <p>June 2005</p> <p><u>Work Self-funding (Jan Engelen):</u></p>

		<ul style="list-style-type: none"> ▪ Article on "User responsibility in web accessibility" by Baldewijns & Roos, Infovisie Magazine, vol. 19 issue 2, pp. 14-17 (2005), in Dutch. <p>July 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Article on "Web site certification" by Jan Engelen, to be published in Infovisie Magazine, vol. 19, issue 3, (2005), in Dutch. <p>August 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ Japanese standards: info on JIS X 8341-3 made available. ▪ extra info from EDeAN portal distributed to Support-EAM. ▪ Preparation of contribution on Standardisation for the AAATE conference in Lille (Sept 2005). <p>September 2005 <u>Work Self-funding (Jan Engelen):</u></p> <ul style="list-style-type: none"> ▪ participation to AAATE2005 (Lille); participation to the DfA workshop (org. Ch. Buehler) and the EDeAN meeting (both also in Lille) .
7	Accessinmind Limited	<p>April 2005 Meeting [Date 04/04/05] of Activity: 4.2 Objective: To raise awareness about the CEN Workshop Participants: 1 representative from the Statskontoret Short report: Accessinmind gave a short presentation about the CEN workshop, and its objectives. Followed by a discussion on why this would be useful activity for Statskontoret to become involved with. Outcome: Statskontoret signed up as a participant in the CEN workshop.</p> <p>May 2005 <ul style="list-style-type: none"> ▪ Meeting [Date 10/05/05] of Activity: 4.2 Objective: To discuss certification versus inspection, in terms possible implementation in Sweden Participants: 1 representative from the Statskontoret Short report: Accessinmind gave a short presentation about certification / inspection. Followed by a discussion about certification bodies / inspection bodies, and the requirements which surround each. Outcome: Understanding of the basic requirements for a possible certification scheme which would be acceptable in Sweden, for input into the CEN workshop.</p> <p>June 2005 <ul style="list-style-type: none"> ▪ Meeting [Date 03/06/05] of Activity: 4.2 Objective: To discuss a possible quality mark for websites in Sweden Participants: 3 representatives from the Statskontoret, 2 representatives from Handikappombudsmannen Short report: Accessinmind gave a presentation about the</p>

		<p>quality mark models being looked at in the CEN workshop. Followed by a 3 hour discussion on whether or not these models could be implemented in Sweden, and if they could what components would form the best overall scheme. Outcome: Clearer understanding of the situation in Sweden, and better definition of a set of requirements for a possible certification scheme which would be acceptable in Sweden. All information gathered is for input into the CEN workshop.</p> <p>August 2005</p> <ul style="list-style-type: none"> ▪ Meeting [Date 31/08/05] of Activity: 4.2 <p>Objective: To discuss the contents of sections developed for CWA</p> <p>Participants: 1 representatives from the Statskontoret</p> <p>Short report: Accessinmind gave a short overview presentation about the development of the 4 sections in the CWA, followed by questions and answers.</p> <p>Outcome: Clarification of CWA material for meeting participants.</p>
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3.3.3.2 Deviations from the project work programme, and corrective actions taken/suggested

The working plan about WP4 is the following one:

Deliverable N°	Deliverable reference and title		Deliverable description	Delivery Date
WP4				
20	D4.1	Accessibility Evaluation Curriculum	Task 41.1 : To develop a unified training for Web Accessibility evaluators, in English , based on the experience of the different partners in the project and results produced within the project (UWEM0.5) and the Certification Scheme worked out in the CEN Workshop.	28/02/2005
21	D4.2	Dissemination	Task4.2.1 : Support-EAM Web communication tools	28/02/2006
			Task4.2.2 : take part in / organise national or international events (Conferences, Workshops, Seminars).	28/02/2006
			Task4.2.3 : Awareness meetings with authorities	28/02/2006

The Web Accessibility Curriculum template is under construction.

4 Work to do (November 2005 – March 2006)

4.1.1 Workpackage 2 (WAB1a): Evaluation Methodology

- End of evaluation phase of UWEM O.5 (December 2005) within Support EAM and writing of a consolidation plan to go to evaluation methodology harmonisation (March 2006).

- Release of UWEM 0.1 (March 2006)

4.1.2 Workpackage 3: European Authority – Quality Mark

- Release of the CEN Workshop Agreement for public comments (December 2005).
- Study of Stakeholder's needs for a European Authority (March 2006).
- Report on implementation plan in some European countries of the CEN Workshop Agreement (March 2006).

4.1.3 Workpackage 4: Dissemination - Exploitation

- Release of Web Accessibility Curriculum (March 2006).
- Report on Dissemination actions (March 2006).

5 Annex – New template of the monthly report

See next page.

Support EAM Project Monthly Internal Report

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Organisation : ...
Person in charge of the work: ...

Efforts during the month of ... 2005: ... (in person/month)

Workpackage	WP1	WP2 (WAB1a)	WP3	WP4
Budget (Oct 2004 – March 2006)				
Cumulative before rep. month				
Reported month				
New cumulative				
Self-contribution (for AC partners)				

Actual tasks performed during the last month	<p>Personnel involved in EC funded work: P = Pierre GUILLOU, D = Denis BOULAY, S = Sylvie DUCHATEAU</p> <p>WP1 (P = 0,2 pm) Description of action 1.1 (P = 0,1 pm) Description of action 1.n (P = 0,1 pm)</p> <p>WP2 [WAB1a] (P = 0,1 pm ; D = 0,05 pm; S = 0,05 pm) Description of action 2.1 (P = 0,05 pm; D = 0,05 pm; S = 0,05 pm) Description of action 2.n (P = 0,05 pm)</p> <p>WP3 (P = 0,3 pm) Description of action 3.1 (P = 0,2 pm) Description of action 3.n (P = 0,1 pm)</p> <p>WP4 (P = 0,1 pm) Description of action 4.1 (P = 0,05 pm) Description of action 4.n (P = 0,05 pm)</p>
Tasks planned for the next month	
Work in WAI activities	<p>WAI (P = 0,1 pm) Description of action 2.n (P = 0,05 pm) Description of action 4.n (P = 0,05 pm)</p>
Work done for Web Accessibility harmonisation not funded within Support EAM	<p>Personnel involved in self-contribution: N = Name_Person</p> <p>WP1: Description of actions (N= ... pm) WP2: Description of actions (N= ... pm) WP3: Description of actions (N= ... pm) WP4: Description of actions (N= ... pm)</p>
Problems, red flags	

Date :
Signature: