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| **Date: 4/02/2007** |  |
| **Name of Product: Microsoft® Office PerformancePoint Server 2007** |  |
| **Contact for more Information:** [PerformancePoint Server 2007 Web Site](http://office.microsoft.com/en-us/performancepoint/FX101680481033.aspx) or <http://www.microsoft.com/enable> |  |

**Summary Table**

**Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| Section 1194.21 Software Applications and Operating Systems | **Level of Support Varies by Individual Requirement** | Please refer to section 1194.21 below. |
| Section 1194.22 Web-based internet information and applications | **Level of Support Varies by Individual Requirement** | Please refer to section 1194.22 below. |
| Section 1194.23 Telecommunications Products | Not Applicable | **Microsoft PerformancePoint Server 2007** is not considered a telecommunications product. |
| Section 1194.24 Video and Multi-media Products | Not Applicable | **Microsoft PerformancePoint Server 2007** is not considered a multimedia product. |
| Section 1194.25 Self-Contained, Closed Products | Not Applicable | **Microsoft PerformancePoint Server 2007** is not a self-contained, closed product. |
| Section 1194.26 Desktop and Portable Computers | Not Applicable | **PerformancePoint Server 2007** is software as defined under section 1194.26 |
| Section 1194.31 Functional Performance Criteria | **Level of Support Varies by Individual Requirement** | Please refer to section 1194.31 below. |
| Section 1194.41 (a) Information, Documentation and Support | **Level of Support Varies by Individual Requirement** | Please refer to section 1194.41 below. |

**Section 1194.21 Software Applications and Operating Systems - Detail   
Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| (a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually. | **Supported with exceptions.** | PerformancePoint Server provides support for the standard keyboard accessibility features that are available in Windows-based operating systems.  Keyboard accessibility in PerformancePoint Add-in for Excel is consistent with Microsoft Excel 2003 and Microsoft Office Excel 2007.  PerformancePoint Help includes accessibility reference guides for keyboard accessibility.  Keyboard accessibility is not supported in Dashboard Designer and inconsistently in Report Wizard and Business Modeler. In Business Modeler, for example, the member picker does not support keyboard shortcuts.  Some limitations exist in keyboard accessibility for PerformancePoint web parts; for example, keyboard accessibility is not supported in scorecards.  The toolbars in strategy maps and pivot charts, which are dependent on a Visio control, do not fully support tabbing through the UI.  In some instances, PerformancePoint Server relies on Windows SharePoint Services for accessibility. For additional information, please refer to the VPAT for that product. |
| (b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer. | **Supported with minor exceptions.** | PerformancePoint Server does not disrupt or disable accessibility features in the operating system.  PerformancePoint Server does not fully support High Contrast mode, but the limitations do not block the user from completing tasks. To enable High Contrast mode in Dashboard Designer wizards and dialogs, users must apply this mode in both the operating system and the application.  In IE7, PerformancePoint web parts do not support the “Always expand Alt text for images” accessibility feature. |
| (c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes. | **Supported with exceptions.** | Assistive Technology is supported in PerformancePoint Server web parts to the extent that application functionality and content is exposed via the browser DOM.  Assistive Technology is not supported in the Admin Console, Excel add-in, Business Modeler, and Dashboard Designer. Visual focus is sometimes trapped and tab order does not always follow the expected left-to-right, top-to-bottom path. |
| (d) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the image must also be available in text. | **Supported with exceptions** | Significant areas of PerformancePoint Server do not provide programmatic access. See: Section 1194.21(c).  PerformancePoint web parts provide support, to the extent that this support is made available through the browser DOM. |
| (e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance. | **Supported with minor exceptions** | The use of images for controls, status indicators, or other programmatic elements are generally consistent throughout PerformancePoint Server and, where applicable, consistent with the use of images in the operating system.  In some cases, PerformancePoint Server relies on Windows SharePoint Services for images that identify controls or indicate status. For additional information, please refer to the VPAT for that product. |
| (f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes. | **Supported** | PerformancePoint Server uses standard functions to send text to the operating system. |
| (g) Applications shall not override user selected contrast and color selections and other individual display attributes. | **Supported** | PerformancePoint Server supports system-wide color settings as identified in the operating system display properties. See also: Section 1194.21 (c) |
| (h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user. | **Supported with minor exception** | Dashboard Designer includes an Update button that “pulses” to indicate that a report is being updated but does not display in a non-animated mode. This limitation does not block the user from completing the task.  PerformancePoint Server does not include any other animation. |
| (i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element. | **Supported with exceptions** | PerformancePoint Server scorecards provide text in combination with color coding. Limitations exist in PerformancePoint Server web parts (charts). The workaround is to show data in numeric format, in a grid view. |
| (j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided. | **Supported with minor exceptions** | PerformancePoint Server provides a palette of colors, for example in charts and grids, but it does not allow users to create new shades to enhance contrast. |
| (k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz. | **Supported** | PerformancePoint Server conforms to these criteria. |
| (l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues. | **Not Applicable** | PerformancePoint Serverdoes not require users to complete electronic forms.  However, PerformancePoint Server dashboards can include Excel Services reports; these reports may prompt users for input. In this case, the accessibility that is available in Windows SharePoint Services would apply. For additional information, please refer to the VPAT for that product. |

**Section 1194.22 Web-based Internet information and applications - Detail**

**Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| (a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content). | **Supported with exceptions** | **PerformancePoint Server** does not expose text equivalents for every non-text element. |
| (b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation. | **Not applicable** | PerformancePoint Serverdoes not include multimedia presentations. |
| (c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup. | **Supported with minor exceptions** | In PerformancePoint Server scorecards, users can choose to present data without color and use shapes or other images to convey status.  Limitations exist in the thin-client analytic charts and grids. The workaround is to show data in numeric format in a grid view. |
| (d) Documents shall be organized so they are readable without requiring an associated style sheet. | **Not Supported** |  |
| (e) Redundant text links shall be provided for each active region of a server-side image map. | **Not applicable** | PerformancePoint Server does not include server-side image maps |
| (f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape. | **Supported with exceptions** | Analytic charts deliver client-side image maps. These charts are built on [Microsoft Chart Controls for Microsoft .NET Framework 3.5](http://www.microsoft.com/downloads/details.aspx?familyid=130F7986-BF49-4FE5-9CA8-910AE6EA442C&displaylang=en).  PerformancePoint Server strategy maps are developed on the [Visio 2007 Viewer](http://www.microsoft.com/downloads/details.aspx?FamilyID=d88e4542-b174-4198-ae31-6884e9edd524&DisplayLang=en) control, inheriting the accessibility support that is made available in that product. Please refer also to the Visio VPAT. |
| (g) Row and column headers shall be identified for data tables. | **Supported with exceptions** | This criteria is supported in PerformancePoint Server scorecards, but not in the PerformancePoint Server Admin Console. |
| (h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers. | **Not Supported** |  |
| (i) Frames shall be titled with text that facilitates frame identification and navigation | **Not Supported** | Display frames do not have titles. |
| (j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz. | **Supported** | Web output generated by PerformancePoint Server conforms to these criteria. |
| (k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes. | **Not Supported** |  |
| (l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology. | **Not Supported** |  |
| (m) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with §1194.21(a) through (l). | **Not applicable** | PerformancePoint Serverdoes not require applets, plug-ins or other applications to interpret page content. |
| (n) When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues. | **Not applicable** | PerformancePoint Serverdoes not require users to complete electronic forms.  However, PerformancePoint Server dashboards can include Excel Services reports; these reports may prompt users for input. In this case, the accessibility that is available in Windows SharePoint Services would apply. For additional information, please refer to the VPAT for that product. |
| (o) A method shall be provided that permits users to skip repetitive navigation links. | **Not Supported** |  |
| (p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required. | **Not applicable** | PerformancePoint Serverdoes not include features with timed responses. |

**Section 1194.23 Telecommunications Products - Detail   
Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| (a) Telecommunications products or systems which provide a function allowing voice communication and which do not themselves provide a TTY functionality shall provide a standard non-acoustic connection point for TTYs. Microphones shall be capable of being turned on and off to allow the user to intermix speech with TTY use. | **Not applicable** |  |
| (b) Telecommunications products which include voice communication functionality shall support all commonly used cross-manufacturer non-proprietary standard TTY signal protocols. | **Not applicable** |  |
| (c) Voice mail, auto-attendant, and interactive voice response telecommunications systems shall be usable by TTY users with their TTYs. | **Not applicable** |  |
| (d) Voice mail, messaging, auto-attendant, and interactive voice response telecommunications systems that require a response from a user within a time interval, shall give an alert when the time interval is about to run out, and shall provide sufficient time for the user to indicate more time is required. | **Not applicable** |  |
| (e) Where provided, caller identification and similar telecommunications functions shall also be available for users of TTYs, and for users who cannot see displays. | **Not applicable** |  |
| (f) For transmitted voice signals, telecommunications products shall provide a gain adjustable up to a minimum of 20 dB. For incremental volume control, at least one intermediate step of 12 dB of gain shall be provided. | **Not applicable** |  |
| (g) If the telecommunications product allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use. | **Not applicable** |  |
| (h) Where a telecommunications product delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided. | **Not applicable** |  |
| (i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications product. | **Not applicable** |  |
| (j) Products that transmit or conduct information or communication, shall pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery. | **Not applicable** |  |
| (k)(1) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys. | **Not applicable** |  |
| (k)(2) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 lbs. (22.2N) maximum. | **Not applicable** |  |
| (k)(3) Products which have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character. | **Not applicable** |  |
| (k)(4) Products which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound. | **Not applicable** |  |

**Section 1194.24 Video and Multi-media Products - Detail   
Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, widescreen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches vertically, and stand-alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. | **Not applicable** |  |
| (b) Television tuners, including tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry. | **Not applicable** |  |
| (c) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned. | **Not applicable** |  |
| (d) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described. | **Not applicable** |  |
| (e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent. | **Not applicable** |  |

**Section 1194.25 Self-Contained, Closed Products - Detail   
Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| (a) Self contained products shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology. | **Not applicable** |  |
| (b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required. | **Not applicable** |  |
| (c) Where a product utilizes touch screens or contact-sensitive controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4). | **Not applicable** |  |
| (d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided. | **Not applicable** |  |
| (e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at anytime. | **Not applicable** |  |
| (f) When products deliver voice output in a public area, incremental volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45 dB, a volume gain of at least 20 dB above the ambient level shall be user selectable. A function shall be provided to automatically reset the volume to the default level after every use. | **Not applicable** |  |
| (g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element. | **Not applicable** |  |
| (h) When a product permits a user to adjust color and contrast settings, a range of color selections capable of producing a variety of contrast levels shall be provided. | **Not applicable** |  |
| (i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz. | **Not applicable** |  |
| (j) (1) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the product within the 48 inch length on products which are freestanding, non-portable, and intended to be used in one location and which have operable controls. | **Not applicable** |  |
| (j)(2) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor. | **Not applicable** |  |
| (j)(3) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor. | **Not applicable** |  |
| (j)(4) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than **Not applicable** 24 inches behind the reference plane. | **Not applicable** |  |

**Section 1194.26 Desktop and Portable Computers - Detail   
Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| (a) All mechanically operated controls and keys shall comply with §1194.23 (k) (1) through (4). | **Not applicable** |  |
| (b) If a product utilizes touch screens or touch-operated controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4). | **Not applicable** |  |
| (c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided. | **Not applicable** |  |
| (d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards | **Not applicable** |  |

**Section 1194.31 Functional Performance Criteria - Detail   
Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| (a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided. | **Not supported** | PerformancePoint Server does not fully support the use of screen readers to access all user interface information.  Some limitations occur in PerformancePoint Server thin-client charts, grids, and scorecards.  In some cases, PerformancePoint Server relies on Windows SharePoint Portal and Windows SharePoint Services for Assistive Technology. For additional information, please refer to the VPAT for that product.  Users of assistive technology should contact their assistive technology vendor to assess the compatibility of specific assistive technology with Microsoft products and to learn how to adjust their settings to optimize interoperability. |
| (b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided. | **Supported with exceptions** | In most cases, PerformancePoint Server supports system large font settings. For example, users can change the font size in Analytic Reports and as well as Scorecards.  Relative text size is not supported in the Dashboard Designer or the Admin Console. |
| (c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided | **Not Applicable** | PerformancePoint Server does not require user hearing for access to any application functionality. |
| (d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided. | **Not Applicable** | PerformancePoint Server does not require user hearing for access to any application functionality. |
| (e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided. | **Not Applicable** | PerformancePoint Server does not require user speech for access to any application functionality. |
| (f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided. | **Not Supported** | See: Section 1194.21(a).  In some cases, PerformancePoint Server relies on Windows SharePoint Portal and Windows SharePoint Services for accessibility. For additional information, please refer to the VPAT for that product. |

**Section 1194.41 Information, Documentation, and Support - Detail**

**Voluntary Product Accessibility Template**

| **Criteria** | **Supporting Features** | **Remarks and explanations** |
| --- | --- | --- |
| Section 1194.41 (a) Product Support Documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge. | **Supported** | **PerformancePoint Server** documentation is provided in digital format for customers on the Web for no-charge at the Microsoft Developer Network (MSDN) Web site located at: <http://www.microsoft.com/msdn>. MSDN is a set of services designed to help developers write applications using Microsoft products and technologies. MSDN provides Knowledge Base articles, white papers, interviews, and sample code for software developers using Microsoft products. Books Online topics are part of the MSDN Library.  This documentation is completely accessible using Internet Explorer 6.0 SP1 or later, which is required for use with **PerformancePoint Server**. |
| Section 1194.41 (b) Accessibility and Compatibility Features. End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge. | **Supported** | **PerformancePoint Server** product documentation includes a top-level link to the Accessibility for People with Disabilities topic which discusses accessibility of the product. |
| 1194.41 (c) Support Services for products shall accommodate the communication needs of end-users with disabilities. | **Supported** | The Microsoft Product Support Services Help Desk is familiar with such features as keyboard access and other options important to people with disabilities.    **Support Services for Individuals who are Deaf or Hard-of-Hearing**  Through a teletypewriter (TTY) service, Microsoft provides people who are deaf or hard-of-hearing with complete access to Microsoft® product and customer support services.  **For technical assistance in the United States**, you can contact the Microsoft Technical Support on a TTY at 1-800-892-5234 between 6:00 AM and 6:00 PM Pacific time Monday-Friday, excluding holidays.  For information on additional support services, visit the Microsoft Accessibility Web site at <http://www.microsoft.com/enable/products/support.htm> |

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Revised October 8, 2009. Microsoft regularly updates its websites and provides new information about the accessibility of products as that information becomes available.