

# How to make your online activities accessible for deaf people

Guidance

This guide is for organisations who want their online events to be accessible and inclusive for Deaf and Hard of Hearing people.

## The event

### Research

Contact organisations that have expertise in the specific disabilities and ask if they have guidance. The general guidance you might find online doesn't always consider people who may need extra support to access online events.

### Know your audience

Send out a pre-event survey asking participants to highlight their communication needs. If you haven't got the opportunity to do so due to it being an open event or planned at late notice, don't worry and make sure to follow point 1.

### Interpreters

Make sure a qualified interpreter is booked (BSL and a lip speaker interpreter). Check how they will be seen on the screen – is there an option for participants to pin them or enlarge their picture in some way?

### Know your software

Understand the limitations of the online meeting platform you will be using. Think about how the event will be presented to those taking part.

### Captions

How are they being presented? Bottom of the screen? Are they pre-recorded or live?

### Know the limits of captions

Using live captions mean that there may be a delay in information being shared. Captions don't work for all groups, for example those who use British Sign Language (BSL) are used to a very different grammatical structure to spoken English. Live signing is much more accessible for BSL users than captions.



## Post event

Share the link with the sign language and captions on your website.

### Keep information concise.

You don't need to translate a full strategy into BSL, instead get the key points translated, with a contact for further info highlighted. However an interpreter will provide full information during a meeting.