

Accessibility in the Outlook Web App


OWA Blind and Low Vision Accessibility & Assistive Technologies

YOU MAY WANT TO CONSIDER USING THE LIGHT VERSION OF OWA IF:

- You have low vision
- You're on a slow connection
- You're using a computer with unusually strict browser security settings

The light version of Outlook Web App is optimized for accessibility, such as for users who are blind or have low vision. The light version provides fewer features and is faster for some operations.

USING OWA LIGHT

- The light version can be used with almost any browser.
- Check your web browser's options to verify the following settings:
 - Enable session cookies. Session cookies are deleted at the end of the browser session.
 - Enable JavaScript.
 - Check pop-up blocker settings. Pop-up blocker settings in your Web browser or in an add-on pop-up blocker may prevent Outlook Web App from working as expected.
- To switch to OWA light:
 1. Click **Options > Settings > General**.
 2. On the **General** tab, under **Accessibility**, select **Use the blind and low vision experience**.
 3. Click **Save**  or press CTRL+S to save your changes.
 4. Sign out and sign in again to complete the change to the light version.

ACCESSIBILITY & ASSISTIVE TECHNOLOGIES IN OWA

Because Office Web Apps run in the browser, you can use your web browser's features that improve the readability of pages. For information about the accessibility features that are provided by your web browser, look for information in the Help for the browser about how to customize your browser to display the fonts and colors that you prefer. If your browser is Internet Explorer, look for **Accessibility** in the Help table of contents.

Office Web Apps provide **WAI-ARIA** support for assistive technologies (WAI-ARIA stands for Web Accessibility Initiative-Accessible Rich Internet Applications.) If you use assistive technologies, such as a screen reader or speech recognition software, you will have the best experience in Office Web Apps if the assistive technology that you use supports WAI-ARIA.