



FAST

Facilitating Accessibility
in Support of Tourism

C1. Short-term joint staff training activity methodologies

1. Short-term joint staff training activity methodologies

Template

Title	(Add the title of the methodology)
Activity associated with module	(Add the number and name of the module)
Aim	(Describe the goal of the methodology/activity)
Duration	(Add the duration of the activity)
Group size	(Add the size of the group as a whole or, if applicable, smaller groups)
Preparation and resources	(Describe the activities that have to be done to prepare the activity (before the implementation of the activity) and list the materials that are needed during the implementation)
Steps description	(Describe all the steps needed to implement the activity. Be as detailed as possible)
Risks and recommendation	(Describe possible risks/situations that might occur during the implementation of the activity and add recommendations to mitigate those risks)

1.1 Module 4: ICT - Accessibility of Digital Content for People with Disabilities

Title	Understanding hearing barriers
Activity associated with module	Accessibility of Digital Content for People with Disabilities
Aim	The aim of this activity is to gain a basic knowledge about hearing barriers.
Duration	25 minutes (or more depending on the number of participants)
Group size	N/A
Preparation and resources	<ul style="list-style-type: none"> • Turn off the speakers on your computer and watch the video here: https://vimeo.com/127940467. Discuss what you understood from the video. • Then watch the same video again at this link: https://youtu.be/8Ik_LHmZx8Y. The speakers should still be turned off, but this time turn on Closed Caption (CC button) in case they don't turn on already. • After watching both videos, discuss again in a group how much you understood and compare your experience with the first time you watched the video.
Steps description	The trainer introduces the topic and rules to be followed. The trainer divide participants into groups.
Risks and recommendation	No risks are foreseen for the implementation of the activity.

Title	Understanding physical barriers
Activity associated with module	Accessibility of Digital Content for People with Disabilities
Aim	The aim of this activity is to gain a basic knowledge about physical barriers.
Duration	25 minutes (or more depending on the number of participants)
Group size	N/A
Preparation and resources	<ul style="list-style-type: none"> • Open the website of your choice, click on the Web Disability Simulator icon and try out the disability simulations in the »Mobility« category. • Try out the simulator on different websites (for example, the websites of your organisations, tourism organisations in your area, or different tourism information websites). • Discuss how each website could be improved to make it more accessible. Consider also the advice given in the Web Disability Simulator. • Think about which elements of the web pages you accessed in the simulator were the most difficult to access. • Next, try to navigate the same web pages without a mouse, using only the keyboard (TAB, SPACE, up, down, left and right arrows). • Discuss your findings based on your exploration with the keyboard navigation. Which websites were the most accessible? Were there any areas where you had access problems and were unable to reach a particular item? Consider also how you could improve the accessibility of individual pages.
Steps description	The trainer introduces the topic and rules to be followed. The trainer divide participants into groups.
Risks and recommendation	No risks are foreseen for the implementation of the activity.

Title	Understanding cognitive barriers
Activity associated with module	Accessibility of Digital Content for People with Disabilities
Aim	The aim of this activity is to gain a basic knowledge about cognitive barriers.
Duration	25 minutes (or more depending on the number of participants)
Group size	N/A
Preparation and resources	<ul style="list-style-type: none"> • Download and install on the computer Web Disability Simulator (a Google Chrome Extension; link: shorturl.at/fBDFS) – If downloaded before, ignore this line! • Open the website of your choice, click on the Web Disability Simulator icon and try out the different disability simulations in the »Read and Write« and »Concentration« categories. • Try out the simulator on different websites (for example, the websites of your organisations, tourism organisations in your area, or different tourism information websites). • Discuss how each website could be improved to make it more accessible. Consider also the advice given in the Web Disability Simulator.
Steps description	The trainer introduces the topic and rules to be followed. The trainer divide participants into groups.
Risks and recommendation	No risks are foreseen for the implementation of the activity.

Title	Understanding visual barriers
Activity associated with module	Accessibility of Digital Content for People with Disabilities
Aim	The aim of this activity is to gain a basic knowledge about visual barriers.
Duration	25 minutes (or more depending on the number of participants)
Group size	N/A
Preparation and resources	<ul style="list-style-type: none"> • Download and install on the computer Web Disability Simulator (a Google Chrome Extension; link: shorturl.at/fBDFS) • Open the website of your choice, click on the Web Disability Simulator icon and try out the different disability simulations in the »Sight« category. • Try out the simulator on different websites (for example, the websites of your organisations, tourism organisations in your area, or different tourism information websites). • Discuss how each website could be improved to make it more accessible. Consider also the advice given in the Web Disability Simulator. • You can also download and install on the computer Skilltde Disability Simulator for web that includes also Screen Reader simulation (a Google Chrome Extension; link: shorturl.at/egql8). • After installation, explore different websites also with Screen reader simulator to better understand the way and the barriers blind people face when navigating the websites in search for the needed information online. • For starting click on the Skilltde Disability Simulator icon and select »Blindness« category on the top of the frame. • Try out the screen reader simulator on different websites and discuss the experience in the group.
Steps description	The trainer introduces the topic and rules to be followed. The trainer divide participants into groups. At the end the trainer moderates the discussion.
Risks and recommendation	No risks are foreseen for the implementation of the activity.



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