

Annexes

Annex I -Accessibility recommendations by the Council of Europe Directorate of Communications

Accessibility / WAI (Web Accessibility Initiative)

Over 10% of Europe's population suffers from some kind of disability. The Council of Europe's interactive tools should form part of a drive for excellence in this respect. The technical aspects have been taken into account, but the most substantial effort must come from the editorial side: to ensure compliance with the general standard, all contributors will have to master a set of fundamental rules.

[Find out more about accessibility rules](#)

There are local initiatives such as Brailenet in France. They aim to guarantee a WAI level by certified experts. [Official WAI Brailenet experts list here](#)

What is disability?

Disability is a functional limitation, whether major or minor, which has an impact on a person's everyday activities.

The different types of disability include:

- impairments (mental impairments, cognitive impairments)
- activity limitations (eg cerebral palsy)
- participation restrictions (blind, partially sighted, deaf and hearing-impaired)

Other limitations may not constitute a disability as such but definitely have an impact on web site use:

- Vision requiring correction
- Colour-blindness (5% of men)
- Dyslexia
- Sensitivity to flickering light or movements
- Poor computer or connection performance
- Using a certain configuration or a certain browser

An accessible site enables society to benefit from the input of people with disabilities:

- Labour force, contributors to the economy
- Civic contribution
- Intellectual, artistic, social contribution

Aims

The main objective of the WAI is to propose technical solutions making the **World Wide Web** accessible for the disabled and more generally any individual without needing special prerequisites.

Accordingly, access must be independent of:

- hardware and software

- conditions in which the Internet is accessed
- culture
- physical and mental capabilities

One important rule is to cater for all situations of use:

- Without images
- Without sound
- Without a mouse
- Without specific software
- With a mobile terminal
- With a low-speed connection
- With an obsolete machine ...

A few rules

The technical aspects have been taken into account in the development of the Council of Europe's sites. They can be accessed with all kinds of device (computers with differing screen resolutions, tablets, telephones) and with all browsers.

The clarity of the navigation system is also a benchmark showing to what extent accessibility has been taken into account.

The normal text font is set at 15 pixels. Readers of an expanded news item can use the A+ and A- buttons to increase or decrease the size of the content.

Web writing

To ensure maximum accessibility, all the written information on a site must be clear and simple enough for everyone to understand.

Hypertext Links

To ensure optimum accessibility (WAI) to our sites, we recommend that **links should always open in the same window** as the current page and not in a new window or a new tab.

If for specific reasons this cannot be avoided, you should inform users that the link will open in a new window or tab by indicating this in the link text.

If for editorial reasons this information cannot be given in the link text, there is a solution which uses the title attribute to warn users that the link will open in a new window. The content of the title attribute must include the link text and provide further information such as "(new window)" and must not exceed 80 characters.

This recommendation is especially important for persons with disabilities who browse using a screen reader (voice synthesizer and/ or braille converter) and who are thus quickly aware of the change of context (particularly the loss of browsing history in the new window).

Colours

Worldwide, 10% of the male population is unable to perceive colours correctly. Given that there are so many different forms of visual impairment, it is impossible to cater for them all in the use of colours on websites without an excessive degree of restriction.

However, using a high level of contrast between the background and the colours used for the page content should cover most cases.

All the preconfigured colours for the Council of Europe's sites comply with AA or even AAA contrast standards.

You must avoid situations where colour is the only indication of meaning. It is for that reason that links in normal text are blue and underlined when the mouse cursor is rolled over them.

Contributors must ensure that they do not make user actions dependent on colours (eg: "click on the red button").

Images

It is vital to fill in the ALT tag for an image so that a text alternative is provided for the image and the visually impaired can benefit from the description given in that text.

It is also recommended that you fill in image captions.

Tables

Tables are used for the display of data in table form.

They must not be used for the page layout of the content.

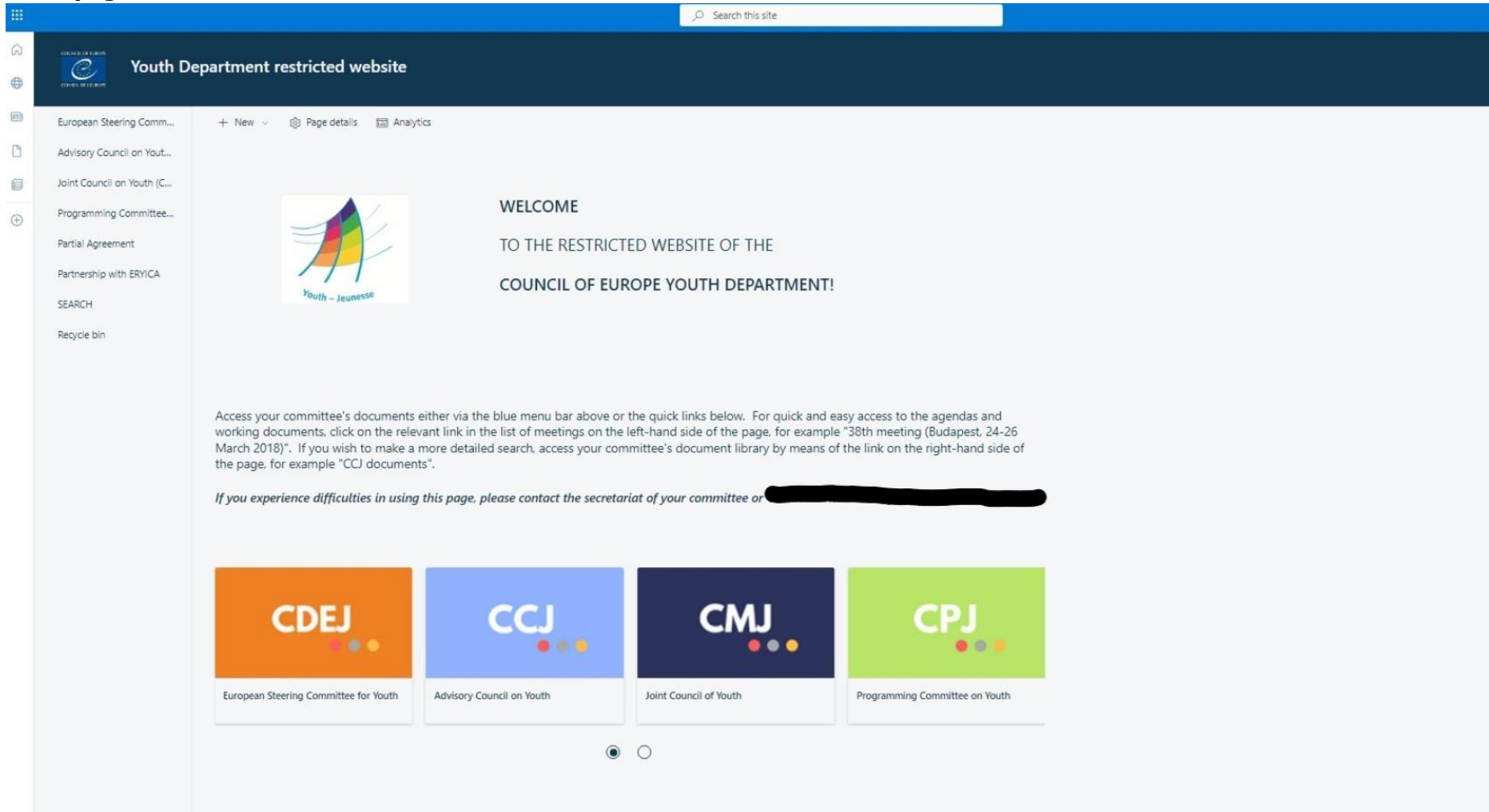
It is important to add a maximum of information concerning the table to make it comprehensible for the target audiences using a screen reader.

- The **Headers** property is used to define whether the first line, the first column or both will be headings of the table.
- The **Caption** property is used to present a short description of the table.
- The **Summary** property will not be displayed on the screen but will be read by screen readers and must therefore contain a fuller summary of the table than the Caption property.

Good practices for website accessibility (WAI) prohibit the use of tables for page layout purposes.

Annex II - Screenshots for the design and layout of the selected Sharepoint pages


Homepage:



The screenshot shows the homepage of the Youth Department restricted website. At the top, there is a blue header bar with a search box labeled "Search this site". Below the header, a dark blue banner displays the "Youth Department restricted website" title. A left-hand navigation pane lists various committees and sections, including "European Steering Comm...", "Advisory Council on Yout...", "Joint Council on Youth (C...", "Programming Committee...", "Partial Agreement", "Partnership with ERYICA", "SEARCH", and "Recycle bin".

The main content area features a "WELCOME TO THE RESTRICTED WEBSITE OF THE COUNCIL OF EUROPE YOUTH DEPARTMENT!" message, accompanied by the Youth - Jeunesse logo. Below this, a paragraph provides instructions on how to access documents and meetings. A contact line for the secretariat is partially visible, with the name redacted. At the bottom, four colored boxes represent different committees: CDEJ (European Steering Committee for Youth), CCJ (Advisory Council on Youth), CMJ (Joint Council of Youth), and CPJ (Programming Committee on Youth).

Page of a selected meeting (48th meeting of the Joint Council on Youth):



Youth Department restricted website

+ New
 ↗ Promote
 ⚙ Page details
 A Immersive Reader
 📊 Analytics

JOINT COUNCIL ON YOUTH (CMJ)

48th meeting

14-15 March 2023

European Youth Centre Strasbourg

Draft agenda

- Opening of the meeting by Matjaž Gruden, Director of Democratic Participation
- Adoption of the agenda [CMJ\(2023\)OJ48EN](#); [CMJ\(2023\)OJ48FR](#); [annotated agenda EN](#); [annotated agenda FR](#); [programme overview](#)
- Latest developments in the Council of Europe youth sector
 - Report on the 48th meeting of the Programming Committee on Youth (Budapest, 8-9 December 2022) For information:

[CMJ\(2022\)PV47 FR](#) + [January Joint Bureaux abridged report EN](#); [Joint Bureaux abridged report FR](#); [CPI\(2022\)PV47 EN](#);

3.2 Presentation by CMJ Rapporteurs of the activities carried out since the previous plenary meeting:

Reports of Rapporteurs

- Gender Equality [CMJ\(2023\)9](#)
- Roma Issues [CMJ\(2023\)10](#)
- Mainstreaming Disability Issues [CMJ\(2023\)11](#)
- Children's Rights [CMJ\(2023\)8 FR](#); [CMJ\(2023\)8 EN](#)

Youth Department restricted website

European Steering Comm...
Advisory Council on Yout...
Joint Council on Youth (C...
Programming Committee...
Partial Agreement
Partnership with ERYICA
SEARCH
Recycle bin

+ New ▾ Promote Page details Immersive Reader Analytics

3.3 Address by the Head of the Council of Europe Youth Department

4. Information on current and future Presidencies of the Committee of Ministers

• 4th Summit of Heads of State and Government of the Council of Europe, 16-17 May 2023, Reykjavik

5. Draft priorities of the Council of Europe youth sector 2024- 2027 [CMJ\(2023\)22](#); [CMJ\(2023\)22_REV](#); [Adopted priorities](#), [Priorités adoptées](#)

6. Council of Europe Programme of Activities for 2022-2025 [CM\(2022\)1_EN](#); ([see pages 135-137](#)); [CM\(2022\)1_FR](#) ([voir pages 135-137](#))

6.1. Priority 1: revitalising pluralistic democracy *Background:* [CPI\(2022\)14_ER1](#)

updated data on EYF: [CMJ\(2023\)1](#)

6.1.1 Artificial intelligence and its impact on young people: latest developments and update on the work of the CAI *Oral update*

6.1.2 Update on the work on a draft Committee of Ministers recommendation on climate crisis, young people and democracy [CMJ\(2023\)6](#); [CMJ\(2023\)7](#)

6.1.3 Updates on the follow-up to the campaign Democracy Here | Democracy Now! [CMJ\(2023\)18](#)

6.1.4 Update on the work of preparation of CMJ guidelines on young people's participation [CMJ\(2023\)23](#); [CCJ\(2022\)12](#)

6.2 Priority 2: Young people's Access to rights *Background:* [CPI\(2022\)14_ER2](#)

updated data on EYF: [CMJ\(2023\)2](#)

6.2.1. Follow-up to the conclusions of the review process of Committee of Ministers Recommendation CM/Rec(2015)3 (Enter! Recommendation) [CMJ\(2023\)19](#)