Cheatsheets

The National Center on Disability and Access to Education

NCDAE

http://ncdae.org/resources/cheatsheets/

[](http://ncdae.org/)These one-page accessibility resources, or “cheatsheets,” have been developed to assist anyone who is creating accessible content. These free resources are catered to less-technical individuals, such as faculty and staff.

* Microsoft Office
  + [Word](http://ncdae.org/resources/cheatsheets/#msword)
  + [PDF Conversion in Word](http://ncdae.org/resources/cheatsheets/#msword-pdf)
  + [PowerPoint](http://ncdae.org/resources/cheatsheets/#msppt)
  + [Excel](http://ncdae.org/resources/cheatsheets/#msexcel)
* Adobe
  + [Acrobat XI](http://ncdae.org/resources/cheatsheets/#adobe1)
  + [Acrobat X](http://ncdae.org/resources/cheatsheets/#adobe2)
  + [InDesign CS5.5](http://ncdae.org/resources/cheatsheets/#adobe3)
* Other Accessibility Topics
  + [Creating Accessible Electronic Content](http://ncdae.org/resources/cheatsheets/#accessibility1)
  + [Identifying Web Accessibility Issues](http://ncdae.org/resources/cheatsheets/#accessibility2)
  + [Captioning YouTube Videos](http://ncdae.org/resources/cheatsheets/#accessibility3)