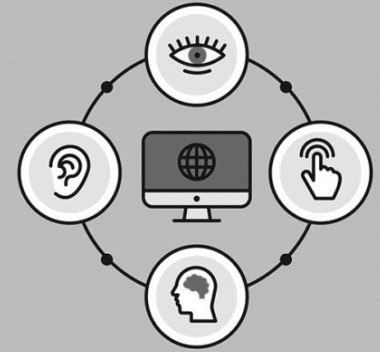# Accessibility: Adoption for all

Ensure that digital services are discernible, usable, understandable and robust for all

Accessibility: Adoption for all is dedicated to both, person with disabilities who want to appropriate digital solutions and companies wishing to make their workplace program more inclusive.

WHAT IS ACCESSIBILITY: ADOPTION FOR ALL?

Our methodology is to ensure that all user is well-included in the digital tools' appropriation process: by sensitizing companies for more inclusive approaches and by integrating accessibility solutions at the heart of our adoption programs. An approach in 3 phases : audit, raising awareness and training.

Why « Accessibility : Adoption for all » by Saegus?

- Meet specific needs while streamlining use cases according to working conditions
- References on major international roll-out
- Proven assets and methodology

AUDIT

Overview

- Accessibility diagnosis and recommendations
- Work with Mission Handicap

SAEGUS METHODOLOGY

- Use a proven methodology for a wide range of population with specific needs and usages
- Assess and review the roll out provided as we go along

RAISING AWARENESS

Inclusive approach

- Talks, demonstrations and meeting with disabled people
- Communication, return on experience

EXPERTISE

- Expertise on solutions
- User centric approach
- Accessibility experts

TRAINING

Facilitate ownership

- Specific adoption programs
- Tool kits, events, meetings and test & learn sessions

ASSETS

- Proven assets for each phase
- Specific adaptation of assets
- Gamification
- Customization

Proven methodology | User centric | Business added-value | Proven assets

This offer is Microsoft FastTrack Ready *

FastTrack is a benefit designed to help you deploy Microsoft 365 at no additional cost. You can use FastTrack services with a new or existing qualifying subscription.

For more information :
docs.microsoft.com/en-us/fasttrack/introduction
* Under eligibility conditions

M365 test & learn pilot for a CAC 40 company

We conducted a pilot approach over 1 month to ensure that M365 tools could be used by people with specific disabilities: **cognitive, auditory, motor and visual**.

An approach in **3** phases

Observation and interviews

We spent time with users in order to discover their work environment, understand their everyday uses and how they work with office tools (use of specific materials, time spending for a specific task, ...)

Workshops

Along with Microsoft Accessibility Leader (Ph. Trotin), we organized sessions with users to let them discover and test accessibility features of M365 tools. Workshops were structured with demonstrations and practical exercises well oriented for each disability.

Summary and recommendations

To conclude this pilot, we created personae tailored to each particular case with the appropriate recommendations regarding M365 solutions use. Our user interviews enriched the final synthesis.

We shared the pilot approach to the Mission Handicap and it will enrich guidelines to address future workplace needs and M365 tools adoption for people with disabilities.

Examples of M365 Accessibility features tested

- Teams' shortcuts
- Subtitles on PPT slideshow
- Immersive reader in Outlook, Word, PPT, OneNote ...

Proven methodology   User centric   Business added-value   Proven assets

New inclusive way of working and new M365 accessibility adoption program

CAC 40 company

We support a Change team during 6 months to transform its way of working into a more inclusive approach: create accessible templates, inclusive communication and adapt all their M365 training courses.

Examples of M365 Accessibility features tested

- Teams' shortcuts
- Subtitles on PPT slideshow
- Immersive reader in Outlook, Word, PPT, OneNote …

Action plan

Transform content into accessibility standards

Audit and create templates to transform all presentation supports: practical sheets, Yammer tips, PPT slideshow, masterclasses trainings …

Awareness

- Organize specific sessions to raise awareness with the disability mission on digital accessibility by topics: meetings, communication, time-saving, collaboration …
- Work with Microsoft Accessibility Leader (Ph. Trotin) to promote accessibility through talks and meetings with all users, sponsors, managers …

Coaching program

Include accessibility features in existing training sessions and create new dedicated M365 training programs for various disabilities: use of subtitles, traduction, immersive reader, dictation, shortcuts …

Proven methodology	User centric	Business added-value	Proven assets