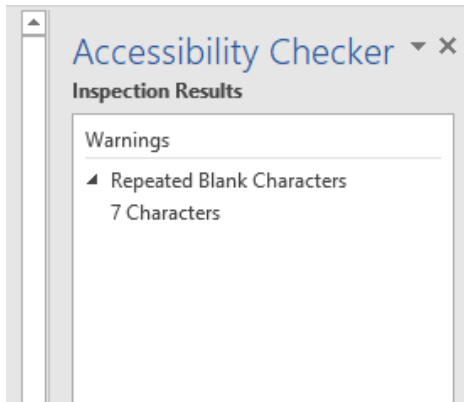


Accessibility Tip of the Week – Spacing in Documents

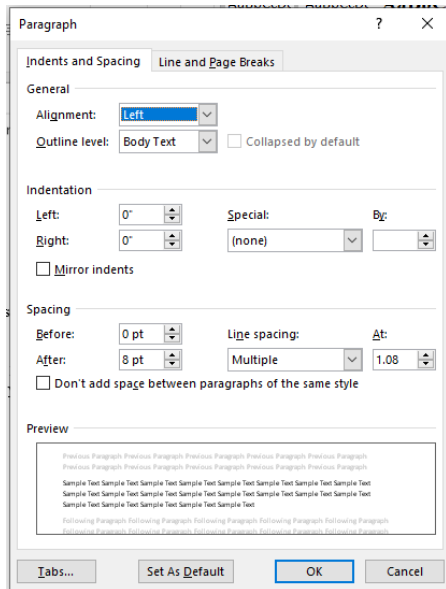
Line Spacing

The reason this is an issue is because screen readers get caught on blank characters and will stop reading the document. However, spacing is an accessibility issue that is easy to fix.

When you run the Accessibility Checker in Word, sometimes you will see a warning pop up, such as the one below:



To add space between paragraphs, images, charts and graphs, right click after or before and go to Paragraph, from there you can change the spacing for before or after wherever your mouse is.



[Video for Spacing in Documents](#)