## University of Cincinnati Accessibility Prioritization Matrix

### Dimension 1: Is this an access request specific to a student, staff, faculty or community member requesting accommodations or accessibility?

* If yes, high priority or immediate need
* If no, use the following guide to determine priority of workflow within the program. To use, assign points according to selections. When assigning points, use the highest ranking selection. For example, if a website is used both by students and the public, use the student score since it is higher

### Dimension 2: Define Audience

* Student: Includes current students, potential students, applicants, prospective applicants – 3 points
* Public: All users who are not students, applicants, employees, including visitors and guests – 2 points
* Employees: Faculty and staff at UC, including student workers and contractors – 1 point

### Dimension 3: Define Lifespan

* New: websites, applications, content, contracts, etc. that are new, being renewed, or substantially changed – 3 points
* Existing: websites, applications, content, contracts, software, etc. not up for renewal but currently in use – 2 points
* Historical: Websites, applications, content, software that was not created, updated or utilized in over five years – 1 point

### Dimension 4: Define Volume

* High – general public, all employees and students, or significant amount of use based on analytics – 3 points
* Medium – available to a substantial number of students or employees, but not all (for example, all students in a particular college, all employees with purchasing abilities) – 2 points
* Low – limited to a known and small number of students or employees – 1 point

### Dimension 5: Define Function

#### Student Services:

* Enrollment Services: any office that supports the recruitment, admission, enrollment and financial business needs of the university – 5 points
* Academic or eLearning: 4 points
* Advising: 3 points
* Student Affairs: 2 points
* Other: 1 point

#### Public Services:

* Alumni Engagement: 4 points
* Campus Services: 3 points
* Athletics: 2 points
* Other: 1 point

#### Employee Services:

* ELearning: 4 points
* Faculty development: 3 points
* Human Resources: 2 points
* Other: 1 point

Total Points: