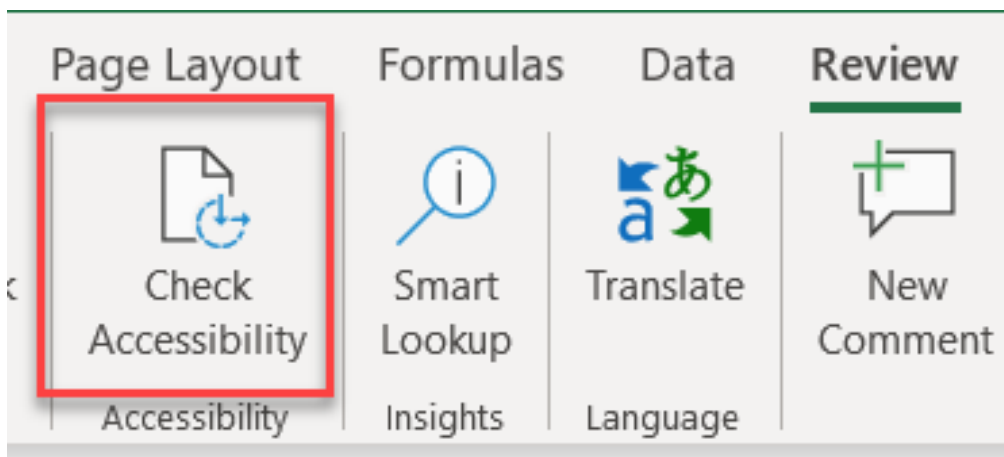


Adding Alternative Text with MSO Accessibility Checker

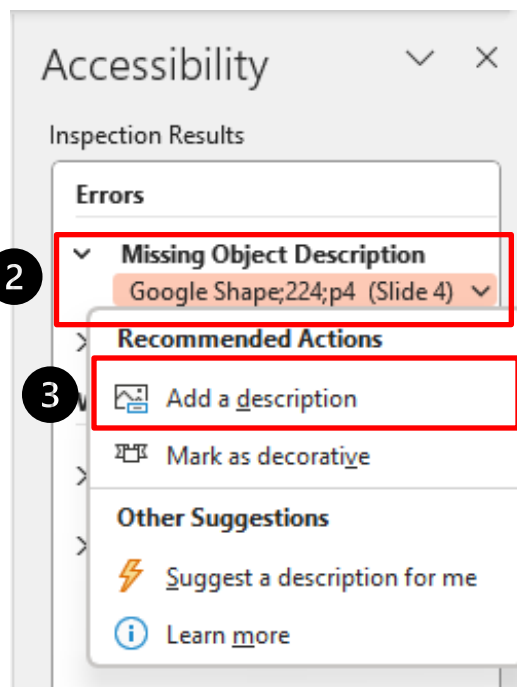
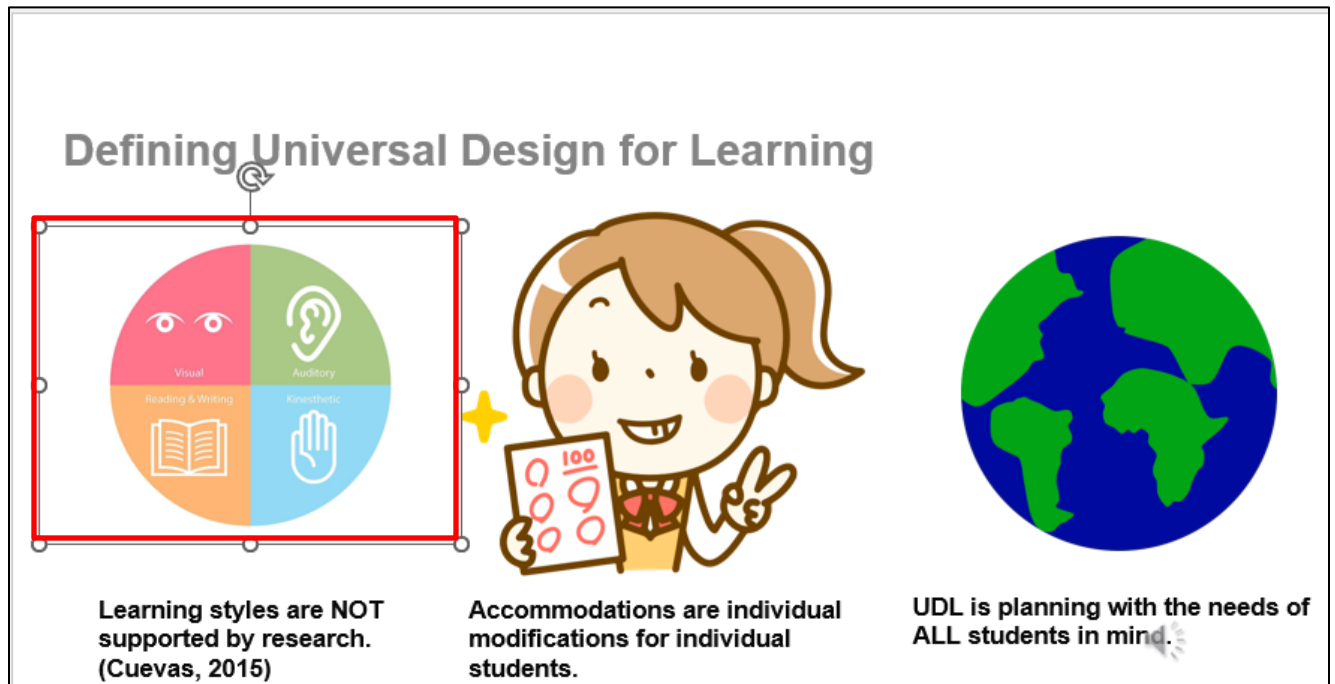
Enabling Accessibility Checker (ALL Microsoft 365 Programs)

1. On the ribbon located across the top of Microsoft PowerPoint, select the **Review** tab.
2. Select **Check Accessibility**.



Adding Alternative Text (ALL Microsoft 365 Programs)

3. The **Image [1]**, does not have alternative text. The Accessibility Checker will notify you of the **Issue [2]** and provide you with a recommendation to **Add a description [3]**.



4. Provide a **detailed description [1]**. Then, you may **exit out [2]**. All changes will be saved.

Alt Text

How would you describe this object and its context to someone who is blind or low vision?

- The subject(s) in detail
- The setting
- The actions or interactions
- Other relevant information

(1-2 detailed sentences recommended)

Chart that illustrates the four different learning styles. These learning styles are Visual, Auditory, Reading and Writing, and Kinesthetic. |

Generate alt text for me

Mark as decorative ⓘ

[Give feedback on this alt text](#)