

# Accessibility Tips for L<sup>A</sup>T<sub>E</sub>X Theses and Dissertations

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## 1 Introduction

The University of South Carolina is [committed to providing accessible](#) web and digital content. As an electronic L<sup>A</sup>T<sub>E</sub>Xdocument, your thesis or dissertation must also meet these requirements. You can refer to the simple steps in this guide to ensure your document is accessible.

## 2 Use hyperref

In your preamble, add the following code:

```
\usepackage{hyperref}
\hypersetup{colorlinks,
linkcolor={blue},
citecolor={black},
filecolor={black},
urlcolor={blue},}
```

If you change the colors choices in this code, make sure your choices meet accessibility requirements for [color contrast](#). By adding this code to your preamble, you will ensure your document has bookmarks when you download the PDF. This code will help you meet this crucial step in making your document accessible.

### 3 Add Alt Text in Adobe

[Alternative text](#) (or "alt text") is a powerful tool to ensure documents are accessible to screen reader users. The screen reader will read aloud the alt text you provide, making your document perceivable to all. If you are not able to add alt text in LaTeX, you can make your PDF accessible by using Adobe Acrobat Pro.

#### 3.1 How to Add Alt Text to the PDF

After you complete your thesis or dissertation in LaTeX, you can download the PDF and open it in Adobe.

##### 3.1.1 First: Prepare Document for Accessibility

When you open the PDF in Adobe Acrobat Pro, you can select the "All Tools" option. From there, you will see a menu with many tools to choose from. Click on "Prepare for Accessibility."

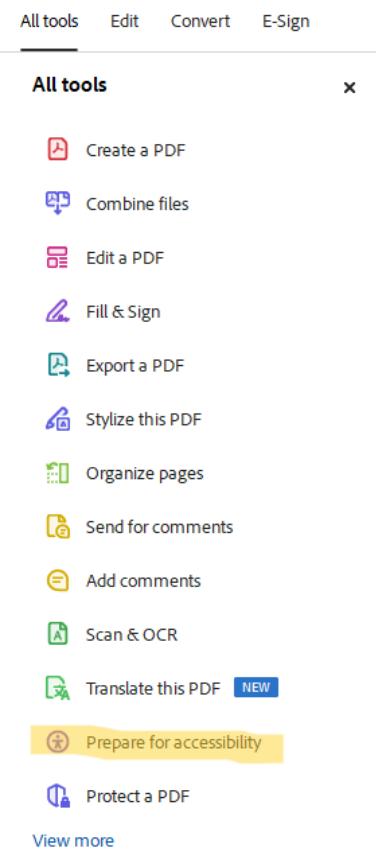


Figure 1: All tools menu in Adobe with "Prepare for Accessibility" option highlighted

##### 3.1.2 Tag the PDF

Next, you will see a new menu that has accessibility actions. First, choose "Automatically tag PDF."

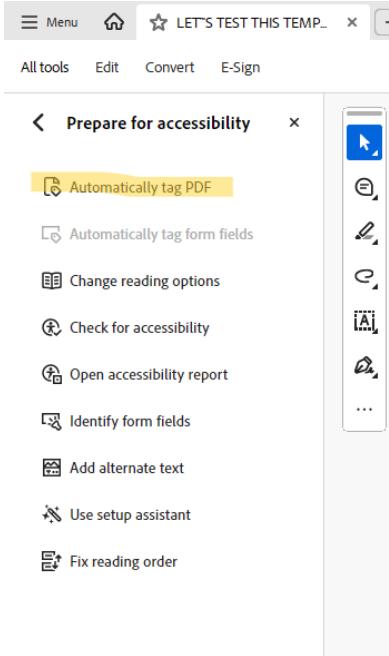


Figure 2: Accessibility menu in Adobe with "Automatically tag PDF" option highlighted.

### 3.1.3 Add Alt Text

After your document is tagged, you can now return to the accessibility menu and select "Add Alt Text." Adobe will guide you through each image in your document, and you will write your alt text in the grey box provided. When you have finished, click "Save and Close."

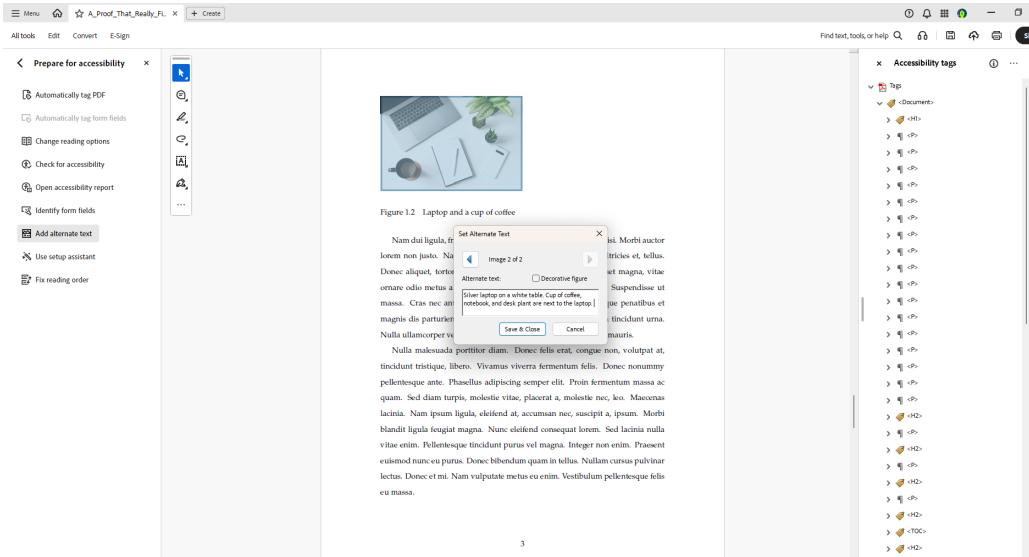


Figure 3: Adding alt text to document

## 4 Resources

Visit the [Digital Accessibility Toolbox](#) to learn more about best practices for accessibility. Visit their page dedicated to [math equations](#) and [LaTeX](#) for tips on making your math equations accessible. If you have specific questions about LaTeX and your thesis or dissertation, contact your department directly.