

Instructions for Downloading, Installing, and Launching HiSoftware AccVerify

WEB ACCESSIBILITY WORKING GROUP

California State University, Los Angeles Accessible Technology Initiative

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Contents

Introduction.....	2
Downloading AccVerify.....	2
Installing AccVerify	5
Launching AccVerify.....	11

Introduction

HiSoftware AccVerify is a desktop application that allows users to test their Web site content for quality, accessibility, and usability. AccVerify is free for all CSU faculty, staff, and students. AccVerify includes a Link Validation Utility which allows users to test their sites for broken links. This handout provides step-by-step instructions on how to download, install, and launch AccVerify on your workstation. For any questions regarding AccVerify, please e-mail wwadmin@calstatela.edu.

Downloading AccVerify

The link to download AccVerify is provided on the CSULA Web Accessibility Guidelines Web site.

To download AccVerify:


1. Launch **Internet Explorer** by clicking the  icon on the **Quick Launch** bar.
2. Type <http://www.calstatela.edu/accessibility/tools.php> in the **Address** bar (see Figure 1) and press the [**Enter**] key.



Figure 1 - Internet Explorer Address Bar

3. The *Tools for Testing Web Accessibility* Web page will display. Scroll down and click the **Download AccVerify** link button (see Figure 2).



Figure 2 - Download AccVerify Link Button

4. The *Download AccVerify User Information* Web page will display (see Figure 3). Type your CSLA or NIS user name in the *CSLA or NIS Username* text box.
5. Specify your affiliation by clicking the *College or Division Affiliation* drop-down arrow and selecting your college or division.
6. Click the **Get AccVerify Download Link** button.

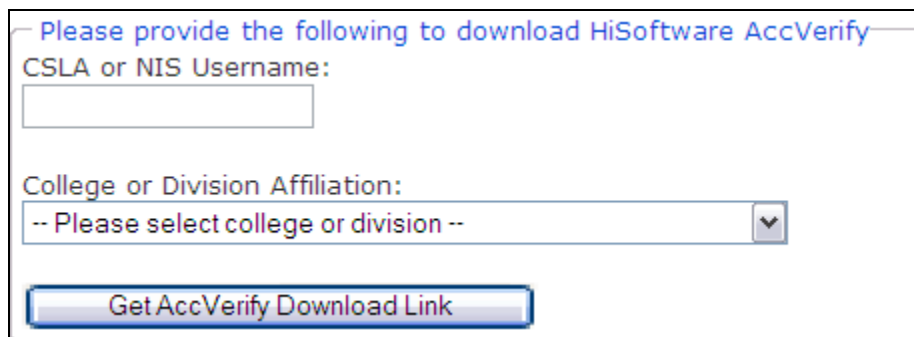
A screenshot of a web form titled "Please provide the following to download HiSoftware AccVerify". The form contains two input fields: "CSLA or NIS Username:" with a text box, and "College or Division Affiliation:" with a drop-down menu showing "-- Please select college or division --". Below the form is a blue button labeled "Get AccVerify Download Link".

Figure 3 - Download AccVerify User Information Web Page

7. The *Connect to sql.calstatela.edu* dialog box will open (see Figure 4). In the **User name** text box, type your domain (**csla** or **nis**) followed by a backslash (\) and your user name.
8. In the **Password** text box, type your password.
9. Click the **OK** button.

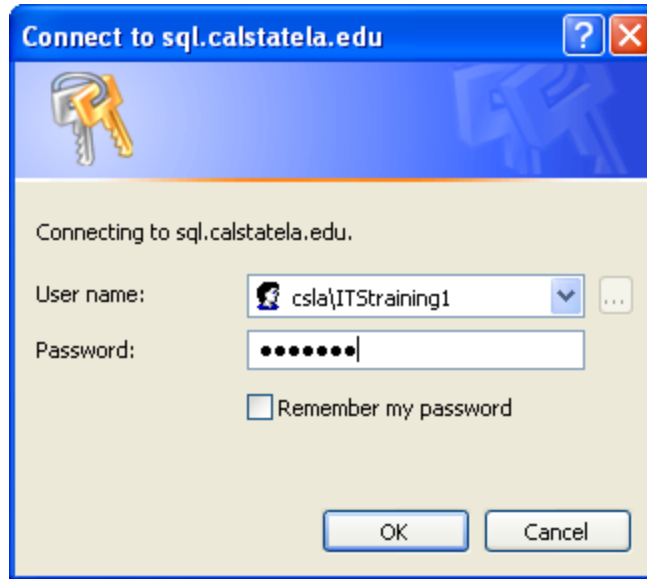


Figure 4 - Connect to sql.calstatela.edu Dialog Box

10. The *Secure Information* dialog box will open (see Figure 5). Click the **Yes** button.

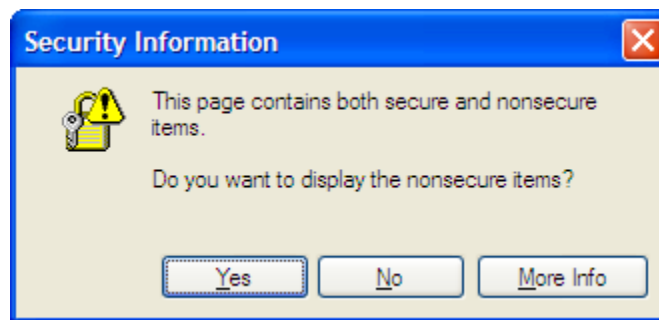


Figure 5 - Secure Information Dialog Box

11. The *Download AccVerify* Web page will display. Take note of the installation password (Galileo) provided under the download link for later use (see Figure 6).
12. Click the **Download AccVerify Installation File** link.

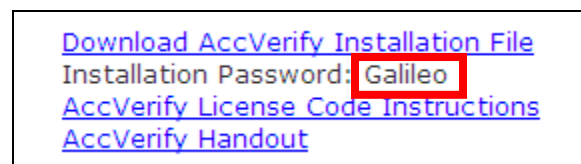


Figure 6 - Installation Password

13. The *File Download Security Warning* dialog box will open (see Figure 7). Click the **Save** button.

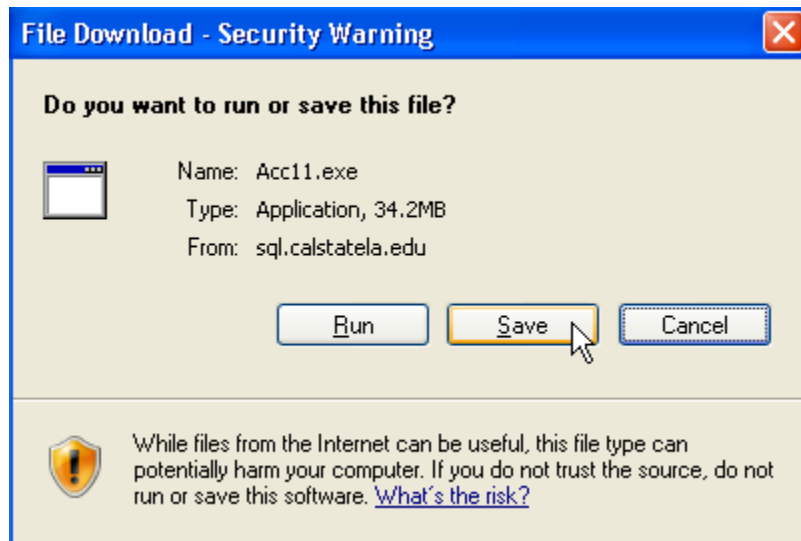


Figure 7 - File Download Security Warning Dialog Box

14. The *Save As* dialog box will open (see Figure 8). Select the desired location (e.g., Desktop) and click the **Save** button.

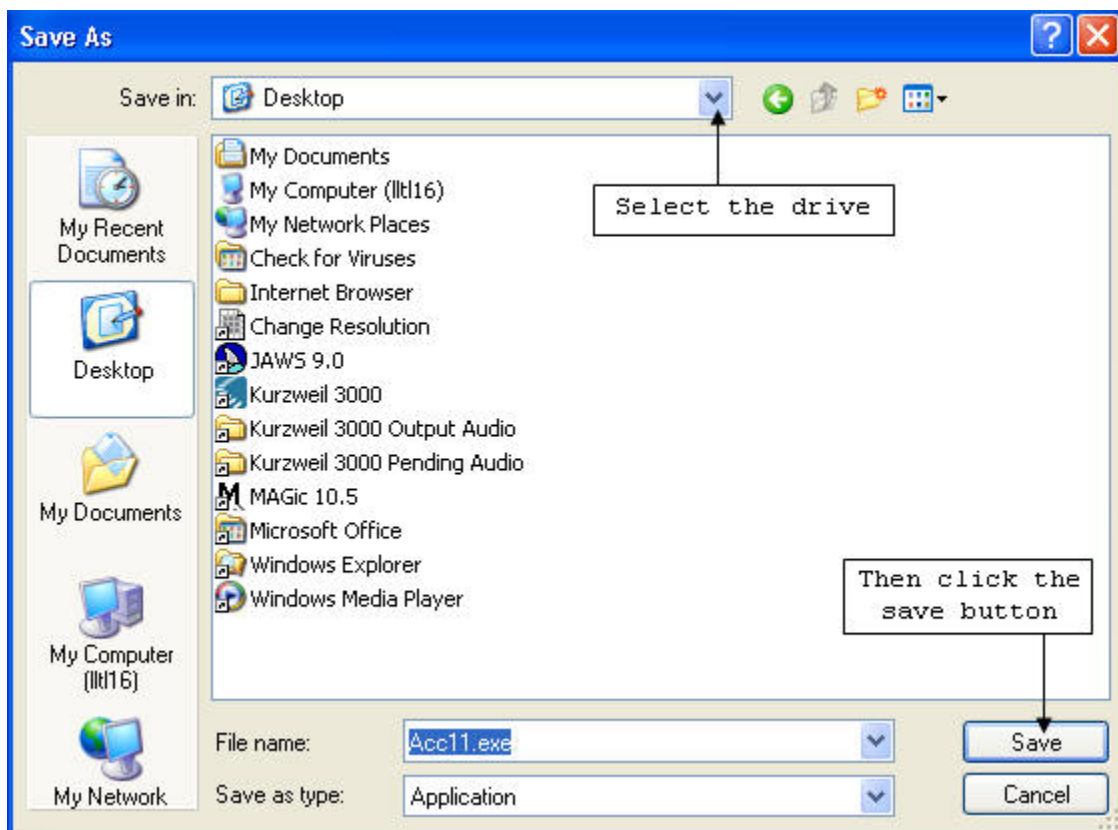


Figure 8 - Save As Dialog Box

15. The *Download complete* dialog box will open (see Figure 9). Click the **Close** button.

NOTE: The downloading process may take several minutes to complete.

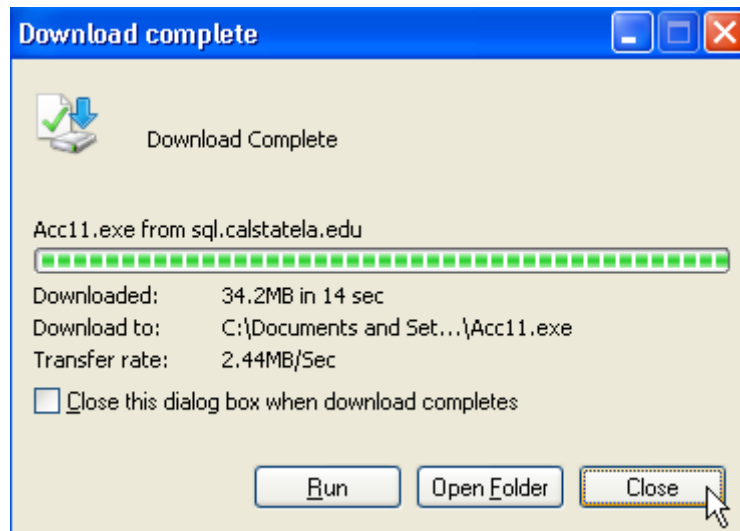


Figure 9 - Download Complete Dialog Box

Installing AccVerify

If you do not have sufficient access privileges to install AccVerify on your workstation, please contact your ITC (<http://www.calstatela.edu/itc>).

To install AccVerify:

1. Double-click the “*Acc11.exe*” file you downloaded (see Figure 10).

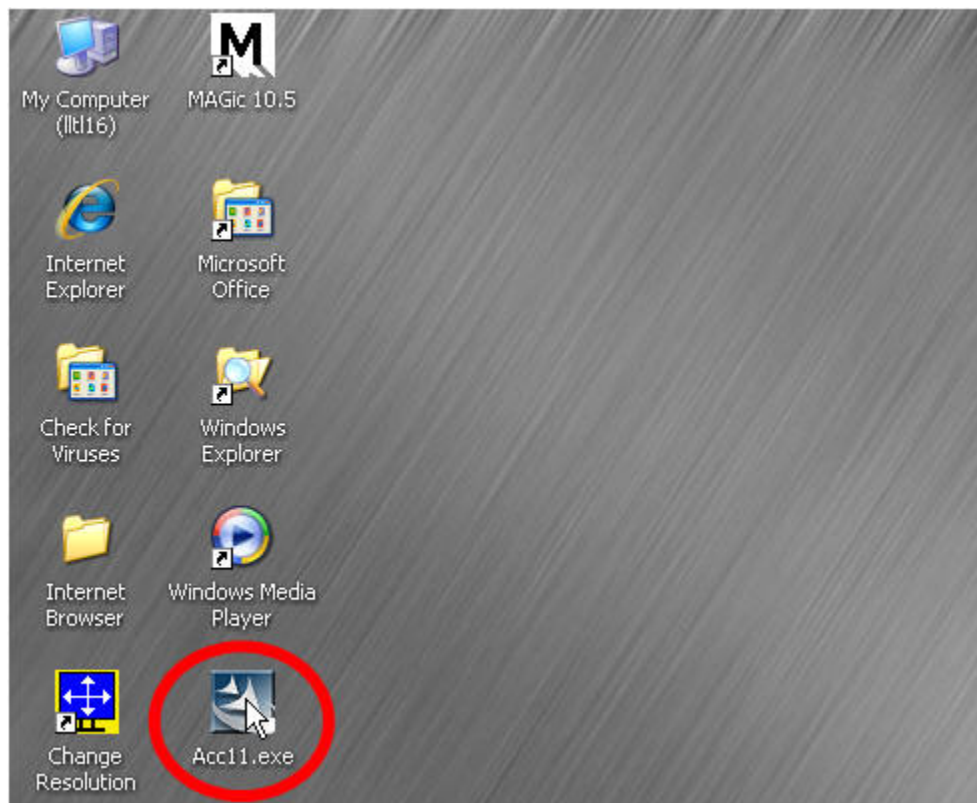


Figure 10 - Acc11.exe File on the Desktop

2. The *Open File Security Warning* dialog box will open (see Figure 11). Click the **Run** button.



Figure 11 - Open File Security Warning Dialog Box

3. The *HiSoftware AccVerify 11 InstallShield Wizard* dialog box will open (see Figure 12). Click the **Next** button.

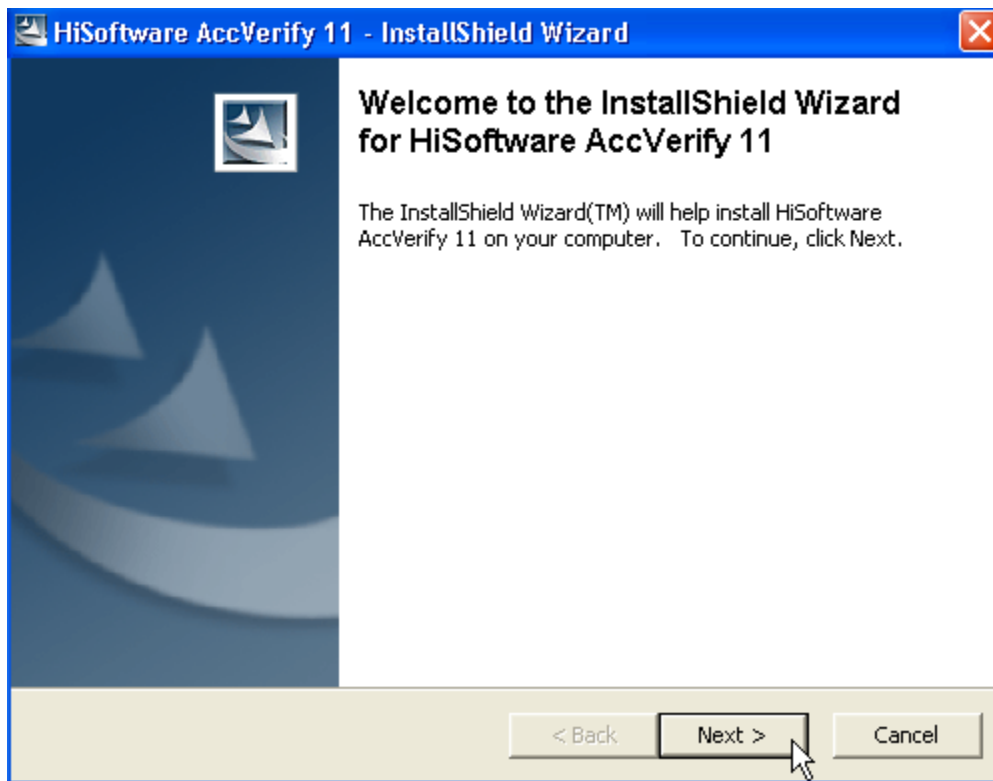


Figure 12 - HiSoftware AccVerify 11 InstallShield Wizard Dialog Box

4. The *InstallShield Wizard Password* dialog box will open (see Figure 13). Type **Galileo** in the *Password* text box and click the **Next** button.

NOTE: The password is case sensitive.

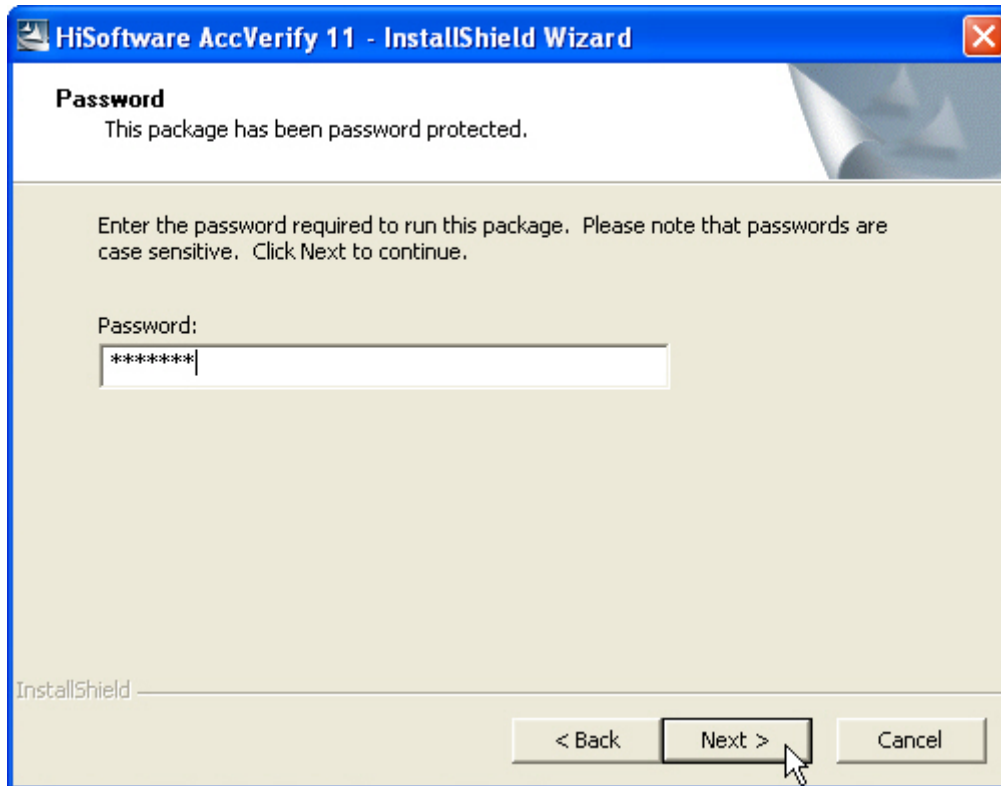


Figure 13 - InstallShield Wizard Password Dialog Box

5. The *InstallShield Wizard Location to Save Files* dialog box will open (see Figure 14). Click the **Next** button and wait for the installation process to complete.

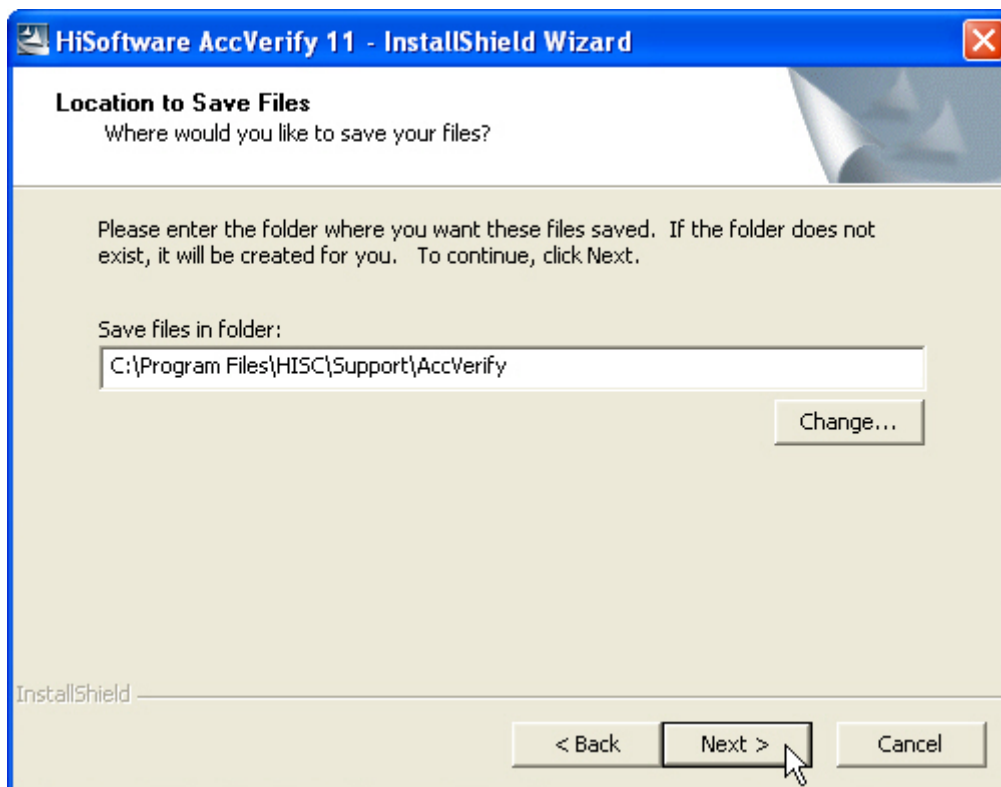


Figure 14 - InstallShield Wizard Location to Save Files Dialog Box

6. The *InstallShield Wizard* dialog box will open (see Figure 15). Click the **Next** button.

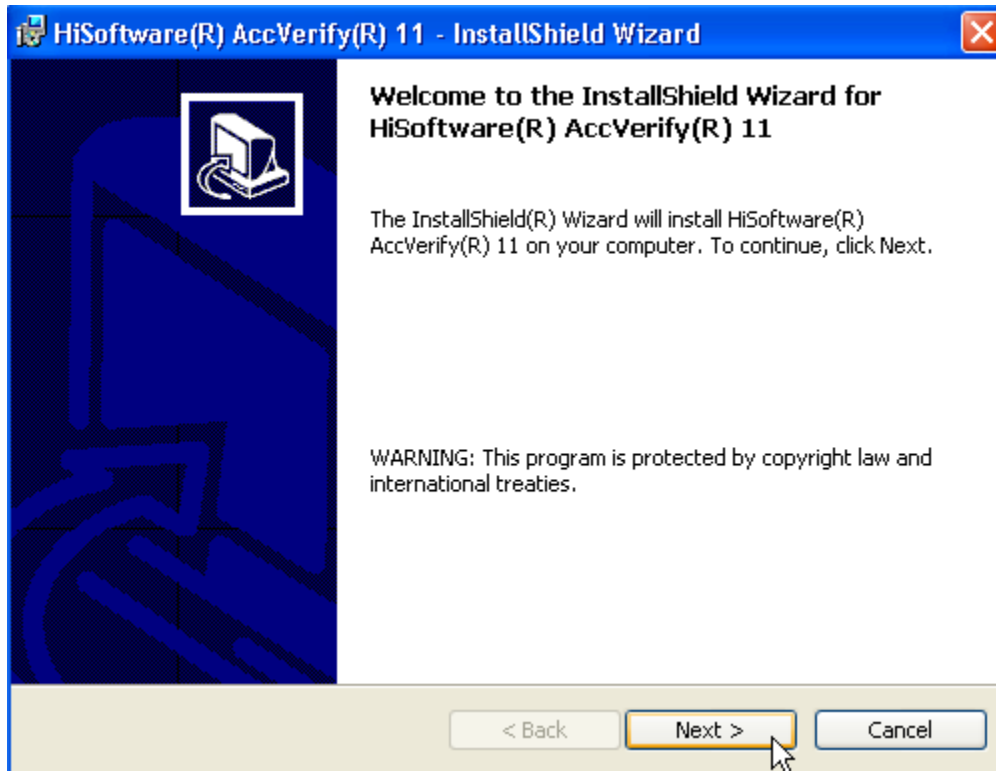


Figure 15 - InstallShield Wizard Dialog Box

7. The *InstallShield Wizard License Agreement* dialog box will open (see Figure 16). Read and accept the terms of use by selecting the *I accept the terms in the license agreement* option button and clicking the **Next** button.

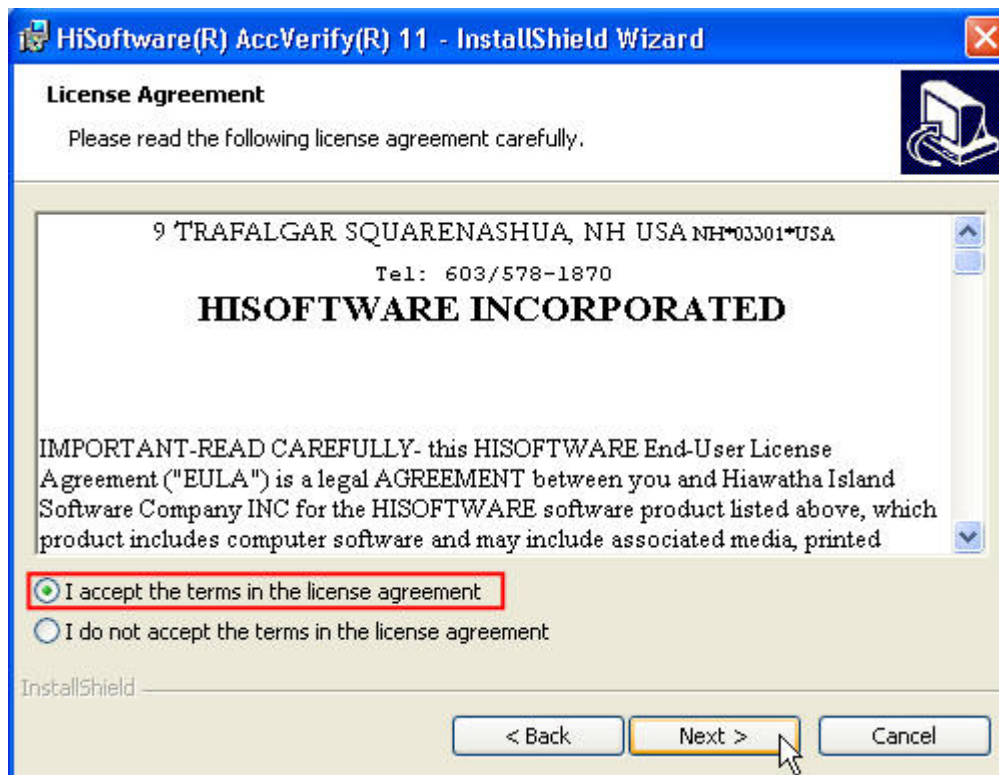


Figure 16 - InstallShield Wizard License Agreement Dialog Box

8. The *InstallShield Wizard Customer Information* dialog box will open (see Figure 17). Type your name in the *User Name* text box, type **Cal State L.A.** in the *Organization* text box, and click the **Next** button.

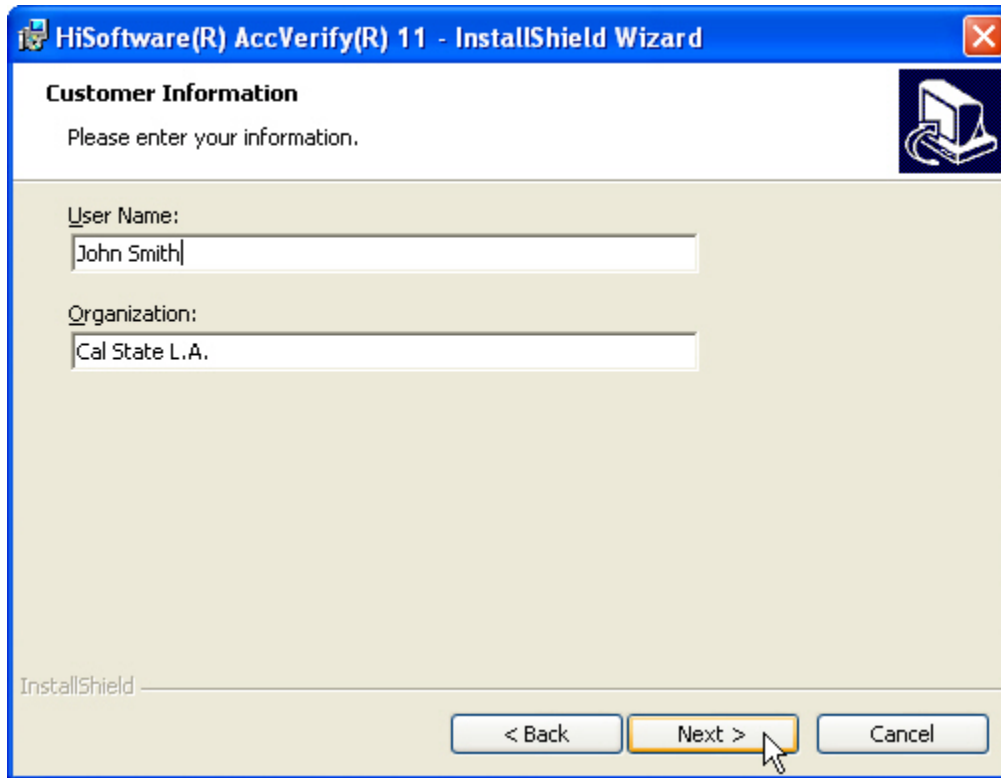


Figure 17 - InstallShield Wizard Customer Information Dialog Box

9. The *InstallShield Wizard Custom Setup* dialog box will open (see Figure 18). Click the **Next** button.

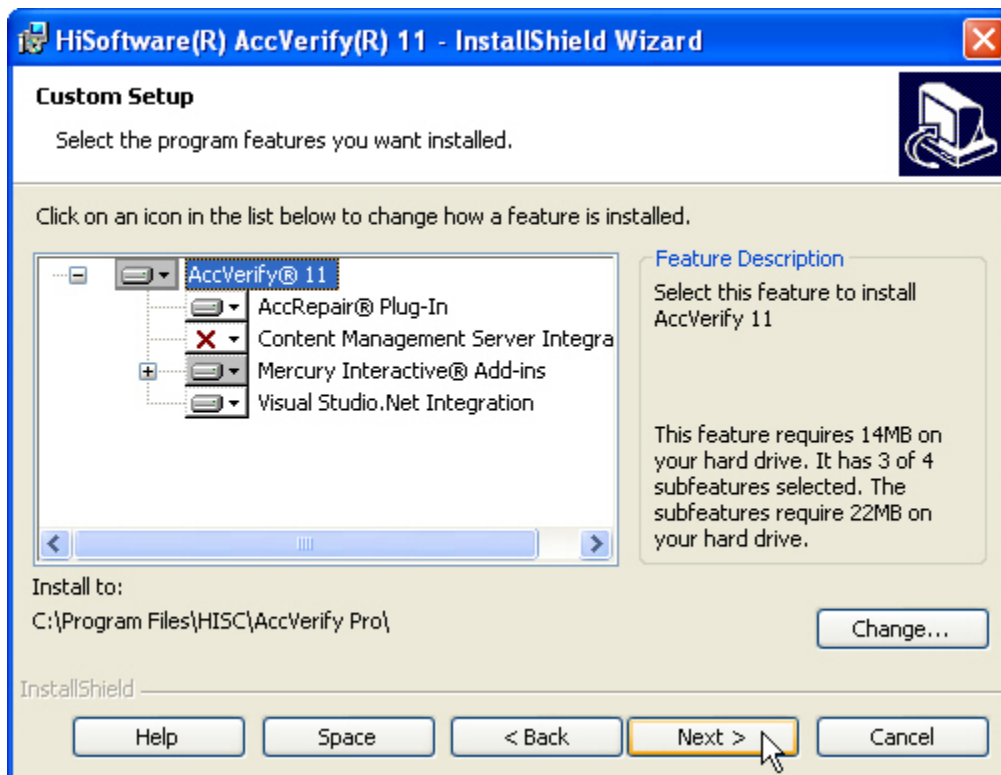


Figure 18 - InstallShield Wizard Custom Setup Dialog Box

10. The *InstallShield Wizard Ready to Install the Program* dialog box will open (see Figure 19). Click the **Install** button.

NOTE: The installation process may take several minutes to complete.

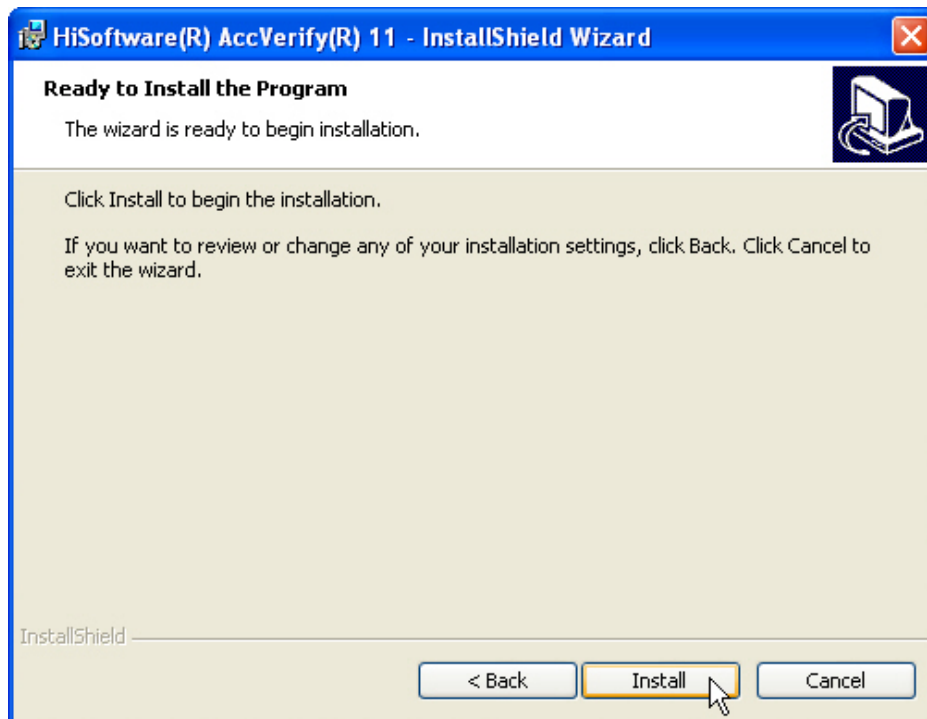


Figure 19 - InstallShield Wizard Ready to Install the Program Dialog Box

11. The *InstallShield Wizard Completed* dialog box will open (see Figure 20). Click the **Finish** button.

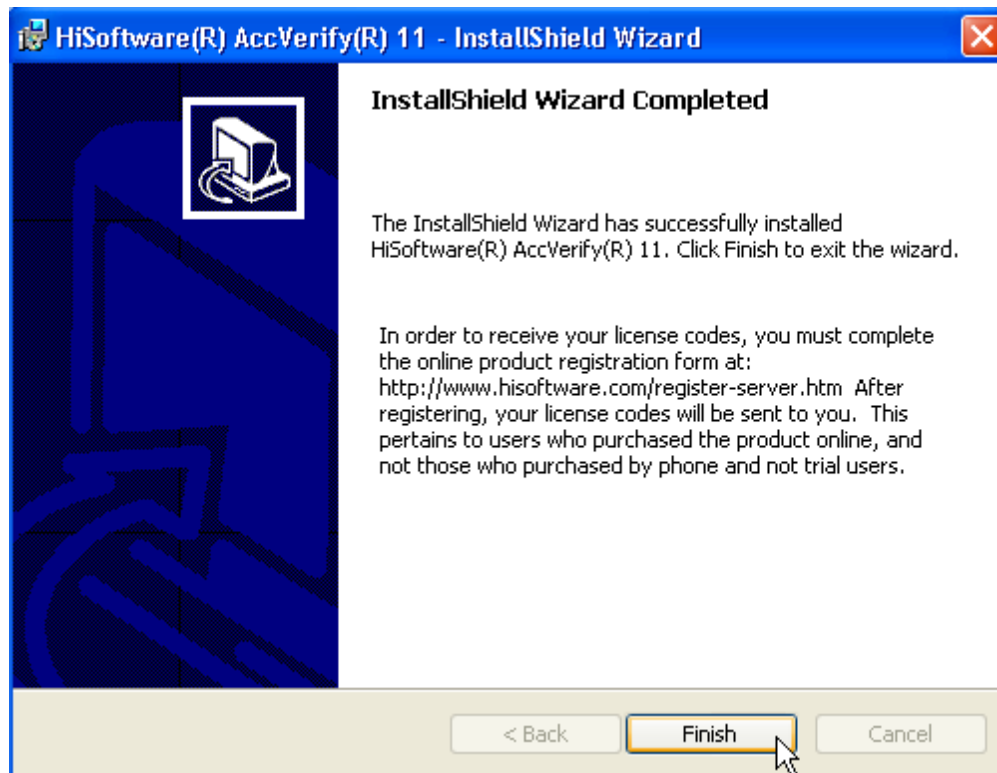


Figure 20 - InstallShield Wizard Completed Dialog Box

Launching AccVerify

Some settings need to be set when launching AccVerify for the first time.

To launch AccVerify:

1. Click the **Start** button, point to **All Programs**, point to **HiSoftware AccVerify**, and click **AccVerify Professional** (see Figure 21).

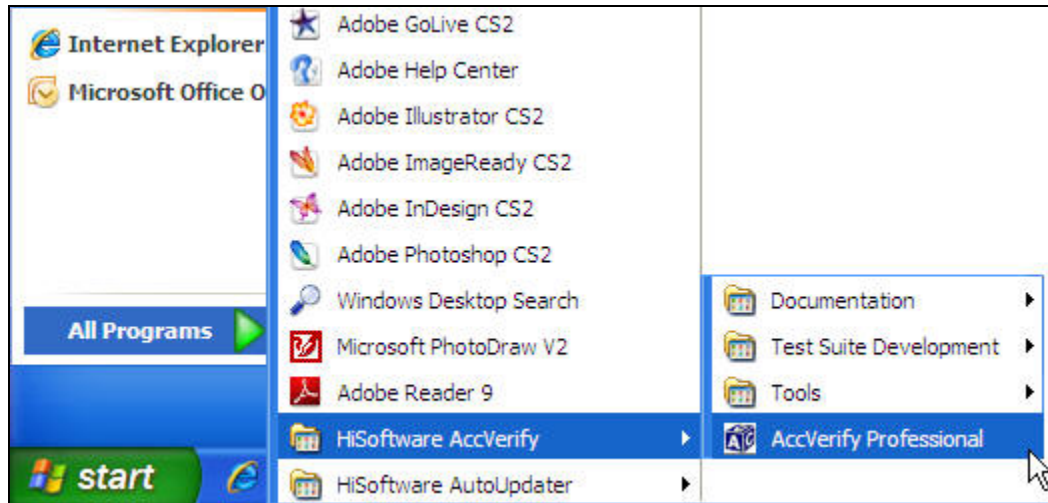


Figure 21 - Start Menu Highlighting AccVerify Professional

2. The *HiSoftware AccVerify* dialog box will open (see Figure 22). Click the **OK** button.



Figure 22 - HiSoftware AccVerify Dialog Box

3. The *AccVerify Setup Wizard Select Default Report Mode* dialog box will open (see Figure 23). Select the **Section 508 Report Mode (US Only)** option button and click the **Next** button.

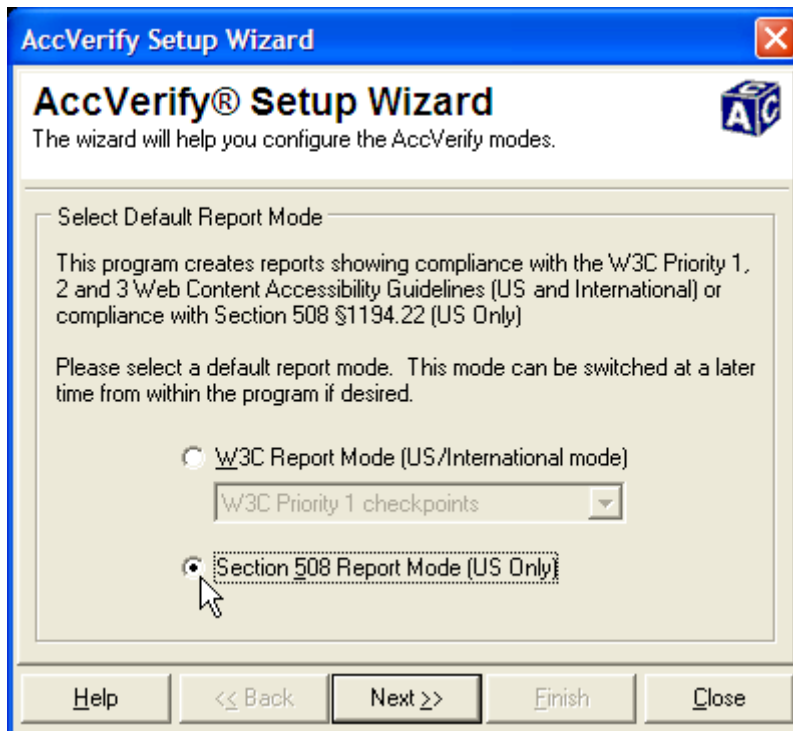


Figure 23 - AccVerify Setup Wizard Select Default Report Mode Dialog Box

4. The *AccVerify Setup Wizard Select Default Graph Support Mode* dialog box will open (see Figure 24). Make sure that the **Summary Only (Graphs are generated for summary reports)** option button is selected and click the **Next** button.

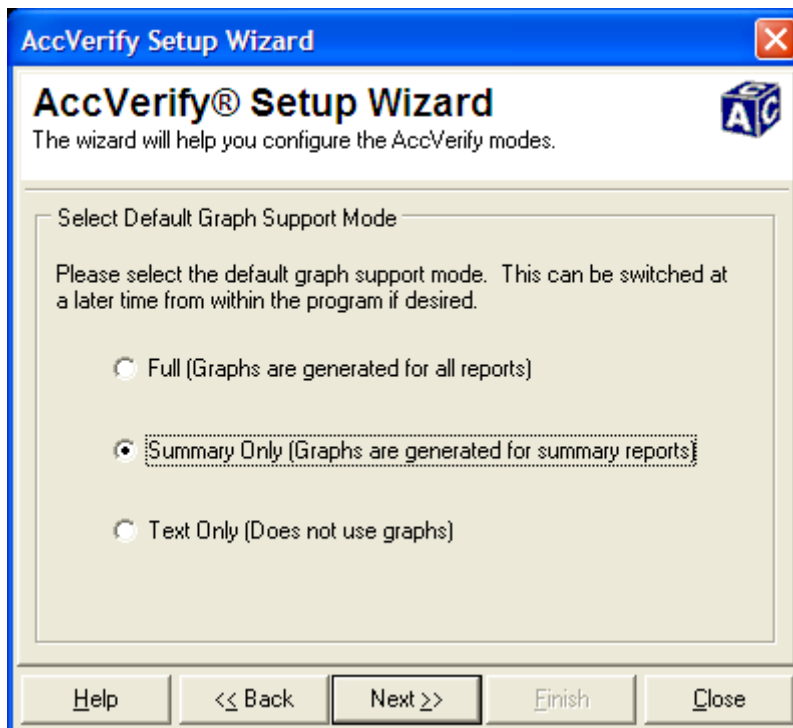


Figure 24 - AccVerify Setup Wizard Select Default Graph Support Mode Dialog Box

5. The *AccVerify Setup Wizard AccVerify Interface Mode* dialog box will open (see Figure 25). Make sure that the **AccVerify Project Mode - On** option button is selected and click the **Finish** button.

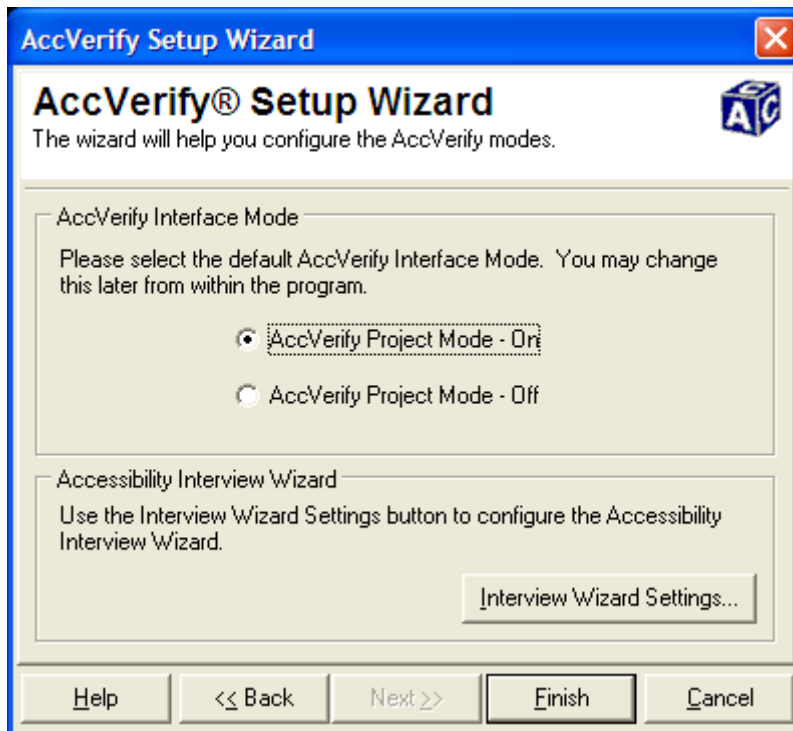


Figure 25 - AccVerify Setup Wizard AccVerify Interface Mode Dialog Box

6. The *Confirm* dialog box will open (see Figure 26). Click the **Yes** button to finish the setup process.

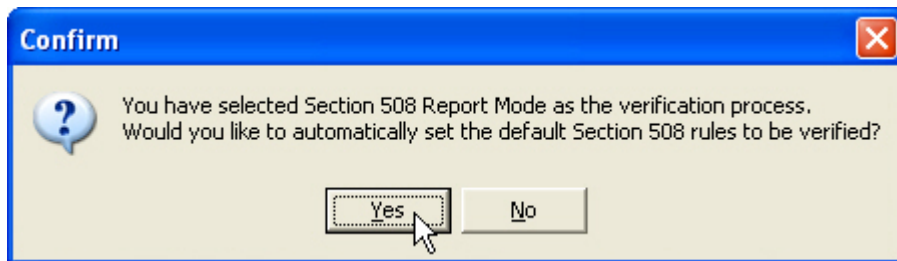


Figure 26 - Confirm Dialog Box

After you have installed HiSoftware AccVerify on your computer, you will need to enter a license code to use the application beyond the 30 trial period. Instructions are available at https://sql.calstatela.edu/its/accverifystats/accverify_license_code.htm. If prompted, log in to access this page.