



Universal Design Library Checklist

PRINCIPLE ONE: <i>Equitable Use</i>	Yes/No	Comments
1a. Does the library provide the same means of service for all users?		
1b. Does the library avoid segregation or stigmatizing any users?		
1c. Are provisions for privacy, security, and safety equally available to all users?		
1d. Are library services appealing to all users?		

PRINCIPLE TWO: <i>Flexibility in Use</i>	Yes/No	Comments
2a. Does the library provide choice in ways of receiving service and help?		
2b. Does the library accommodate both right- and left-handed access and use?		

2c. Does the library provide adaptability to the user's place?		
2d. Does the library accommodate a range of individual preferences and abilities?		

PRINCIPLE THREE: <i>Simple and Intuitive Use</i>	Yes/No	Comments
3a. Do library services eliminate unnecessary complexity?		
3b. Is the library consistent with user expectations and intuition?		
3c. Does the library accommodate a wide range of literacy and language skills?		
3d. Does the library arrange information consistent with its importance?		
3e. Do library services provide effective prompting and feedback during and after use?		

PRINCIPLE FOUR: <i>Perceptible Information</i>	Yes/No	Comments
4a. Do library services use different modes (pictorial, verbal, tactile) for redundant presentation of essential information?		

4b. Do library services provide adequate contrast between essential information and its surroundings?		
4c. Do library services maximize understanding of essential information?		
4d. Does the library provide compatibility with a variety of techniques or devices used by people with sensory limitations?		

PRINCIPLE FIVE: <i>Tolerance for Error</i>	Yes/No	Comments
5a. Do library services arrange elements to minimize hazards and errors by users?		
5b. Does the library provide warnings of hazards and errors?		
5c. Does the library building provide fail safe features?		
5d. Does the library discourage unfocused action in tasks that require vigilance?		

PRINCIPLE SIX: <i>Low Physical Effort</i>	Yes/No	Comments
6a. Does library seating allow the user to maintain a neutral body position?		

6b. Does the design of the library use reasonable operating forces?		
6c. Do library services minimize repetitive actions?		
6d. Does the library design minimize sustained physical effort?		

PRINCIPLE SEVEN: Size and Space for Approach and Use	Yes/No	Comments
7a. Does the library design provide a clear line of sight to important elements for any seated or standing user?		
7b. Does the library design make reach to all components comfortable for any seated or standing user?		
7c. Does the library design accommodate variations in hand and grip size?		
7d. Does the library building provide adequate space for the use of assistive devices or personal assistance?		