


# Applying Accessibility Mappings


## Overview


EditLive! provides a tool for applying accessibility mappings to table cells. For more information on how table accessibility mappings work, review the [View Table Header Mappings](#) help article.

 The Applying Accessibility Mappings is an optional functionality of EditLive!. Check with your Systems Administrator first to ensure this functionality exists in your instance of EditLive!.

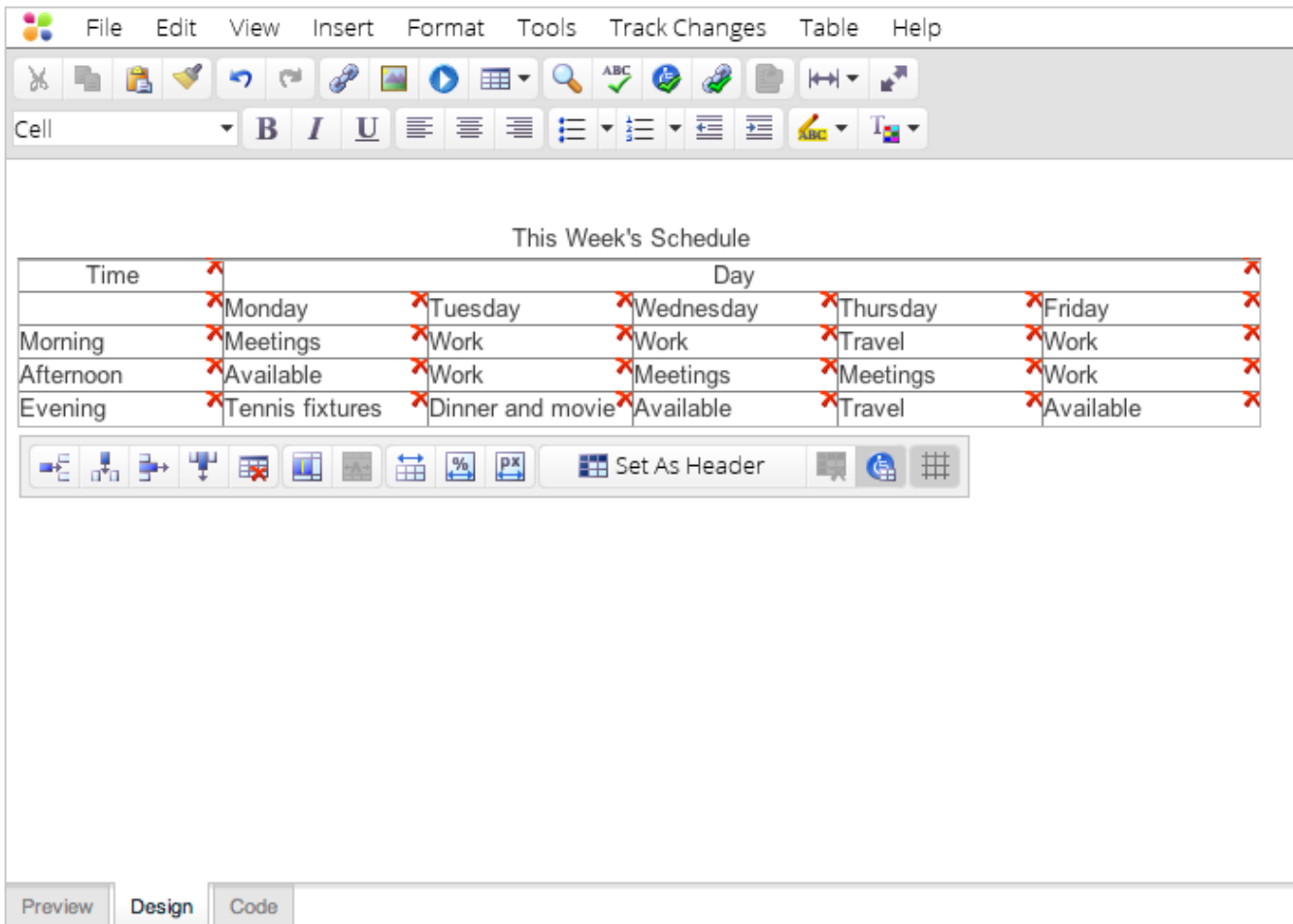
## Using the Apply Accessibility Mappings Functionality

Applying accessibility mappings is a 4 step process.

 The toolbar buttons described below may not appear in your instance of EditLive!. This would be due to your Systems Administrator removing this functionality. For more information, see your Systems Administrator.

 The screenshots depicted below have [View Table Header Mappings](#) switched on. This allows you to see the current accessibility status of each table cell so you can apply the desired mappings.

**Step 1:** Select the cell you wish to become a *header* cell. This cell can already be a *header* cell.



The screenshot shows the EditLive! interface with a table titled "This Week's Schedule". The table has the following structure:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	Meetings	Work	Work	Travel	Work
Afternoon	Available	Work	Meetings	Meetings	Work
Evening	Tennis fixtures	Dinner and movie	Available	Travel	Available

The floating toolbar below the table includes a "Set As Header" button. The interface also shows a menu bar (File, Edit, View, Insert, Format, Tools, Track Changes, Table, Help) and a bottom navigation bar (Preview, Design, Code).

**Step 2:** Click the **Set As Header** button on the floating table toolbar. This will highlight the cell with a blue border.

File Edit View Insert Format Tools Track Changes Table Help

Cell **B** *I* U [Text Alignment Icons] [List Icons] [Table Icons]

This Week's Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	Meetings	Work	Work	Travel	Work
Afternoon	Available	Work	Meetings	Meetings	Work
Evening	Tennis fixtures	Dinner and movie	Available	Travel	Available

[Table Manipulation Icons] Select Data Cells [Help Icon]

Preview **Design** Code

**Step 3:** Select the desired cell/cells you wish to become data cells. A single cell can be selected by clicking in it. Multiple cells can be selected by dragging the mouse.

File Edit View Insert Format Tools Track Changes Table Help

Cell **B** *I* U [Text Alignment] [List] [Table] [Color] [Font Color]

This Week's Schedule

Time	Day				
	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	Meetings	Work	Work	Travel	Work
Afternoon	Available	Work	Meetings	Meetings	Work
Evening	Tennis fixtures	Dinner and movie	Available	Travel	Available

[Table Manipulation] [Apply Header] [Grid]

Preview Design Code

**Step 4:** Click the **Apply Header** button. This will apply an *ID* attribute to the selected *header* cell and headers attributes to the selected data cells.

File Edit View Insert Format Tools Track Changes Table Help

Header Cell **B** *I* U [List Bullets] [List Numbered] [List Disc] [List Square] [List Circle] [List Triangle] [List Diamond] [List Star] [List Heart] [List Square] [List Circle] [List Triangle] [List Diamond] [List Star] [List Heart] [List Square] [List Circle] [List Triangle] [List Diamond] [List Star] [List Heart]

### This Week's Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	Meetings	Work	Work	Travel	Work
Afternoon	Available	Work	Meetings	Meetings	Work
Evening	Tennis fixtures	Dinner and movie	Available	Travel	Available

[Table Tools: Insert, Delete, Merge, Split, Sort, Filter, Styles, Grid, Set As Header]

Preview **Design** Code