

2016年選舉委員會界別分組一般選舉 製作供視障人士閱讀的無障礙版電子選舉廣告須知

選舉事務處呼籲候選人在製作電子選舉廣告供上載至互聯網或電郵給投票人時，考慮視障人士的需要。候選人除了可提供純文字版的選舉廣告外，也可提供無障礙版的可攜式文件格式檔（即 PDF 檔），使視障人士可透過電腦輔助軟件閱讀其內容。製作無障礙版 PDF 檔時請留意下列各點：

1. 視障人士無法閱讀經掃描器掃描製成的 PDF 檔；
2. 無障礙版 PDF 檔必須是由其他文件檔（例如 MS Word 檔）轉換而成；及
3. 在轉換成 PDF 檔後，您可以利用 Adobe Reader 的“尋找”功能，測試是否能夠在文件中搜尋文字。如果能夠，這些便是無障礙版 PDF 檔。

選舉事務處

2016 年 10 月

2016 Election Committee Subcommittee Ordinary Elections Note for Production of Accessible Electronic Election Advertisements for Persons with Visual Impairment

The Registration and Electoral Office appeals to candidates to take into account the needs of persons with visual impairment when producing electronic election advertisements for uploading onto the Internet or emailing to voters. Apart from providing text version of the election advertisements, candidates can also provide accessible Portable Document Format (“PDF”) files so that persons with visual impairment can read them with assistive device on computer. When producing accessible PDF files, please pay attention to the following points:

1. persons with visual impairment are unable to read PDF files produced by scanning;
2. accessible PDF files must be produced by converting from other documents (e.g. MS Word files); and
3. after conversion into PDF files, you can use the “Find” function of Adobe Reader to check whether you can search for words in these documents. If you can, these are accessible PDF files.

Registration and Electoral Office

October 2016