

Student Services Factsheet

A guide to dyslexia-friendly Powerpoint



A guide to dyslexia-friendly PowerPoint

PowerPoint - key points to remember:

- Keep slides clear, simple and uncrowded
- Use minimal text: cover one subject per slide, ideally using no more than six bullet points
- Be consistent in your use of font, colour and background
- Make the presentation as multi-sensory as possible; use audio-visual elements to reinforce information
- Dim lighting in the room to reduce glare
- Make the slides available beforehand on Moodle
- Print slides three to a page on pastel or cream paper
- Leave slides up long enough for slower readers to process the content

Text

- Use a sans-serif font, such as Tahoma, Arial or Verdana
- Use a large font size, 22- 26pt is ideal
- Avoid too much variation in font style and size
- Use **bold** for emphasis, rather than highlighting, underlining or *italicising*
- Align text to the left or centrally; do not justify both sides
- Avoid text which is angled or uses special effects, such as shadows

Colour

- Avoid colour combinations which may cause visual stress, such as green and red
- Avoid white writing on a dark background
- Dark text on a pastel background works best; dark blue text on cream suits many students with dyslexia

Visuals

- Present information diagrammatically; SmartArt can be useful for this
- Avoid slide designs with patterned backgrounds
- Place images alongside text, rather than behind it

Effects

- Stagger the release of complex information by using the 'appear' function to gradually reveal bullet points or elements in SmartArt
- Avoid complex visual effects; moving, flashing or dissolving images and graphics are distracting and cause visual distortion
- Keep slide transitions consistent and simple



Student Services Factsheet

A guide to dyslexia-friendly Powerpoint

Further information

For more detailed information on language, colour and fonts, see the **'Guide to dyslexia-friendly written materials'**

For technical information on making accessible PowerPoint presentations (including video tutorials on technical features), see JiscTechdis Accessibility Essentials 3. Available at:

[www.jisctechdis.ac.uk/
AccessibilityEssentials/2003/
AE3/modules/Implement%20
Incl%20practice/index.html](http://www.jisctechdis.ac.uk/AccessibilityEssentials/2003/AE3/modules/Implement%20Incl%20practice/index.html)

Any questions?

Please contact the Learning Support Team:

learningsupport@yorksj.ac.uk