

Messaging Template for Administrators to Send to Instructors

Description: A ready-to-send messaging template that helps administrators explain Title II updates to instructors, describe how the changes impact their work, and shows how Ally can support their remediation efforts. The sections that are highlighted should be customized with your institution's relevant information.

Dear Professor X

In April of 2026, updates to Title II of the Americans with Disabilities Act (ADA) will take effect, reaffirming that the digital materials used for teaching, such as LMS content like Word documents, PDFs, and media, must be accessible to people with disabilities. For instructors, this means course content should not create barriers to student access. Accessibility is about making reasonable, thoughtful improvements so all students can equitably engage with course materials.

Using Ally to Support Accessible Course Content: to help with this work, Ally is available directly within [Learning Management System](#). Ally supports you by:

- Identifying accessibility issues and why they matter
- Providing clear, step-by-step guidance to fix issues
- Offering a course-level accessibility overview to prioritize your efforts

Ally also includes features that can save significant time when addressing common issues, especially PDFs.

- **PDF Quick Fixes** allow you to address 3 common accessibility problems in PDFs: scanned PDFs, missing title, and missing language set directly in Ally.
- The **AI Alt Text Assistant** can help generate suggested alternative text for images that have been uploaded as a standalone file (e.g. jpeg), or those embedded in WYSIWYG content. Instructors can edit the suggested alternative text to ensure appropriate context.

You can use your [Course Accessibility Report](#) to identify content items that can be addressed using the PDF Quick Fixes and AI Alt Text Assistant.

Ally does not change your content automatically, rather, it supports you in making informed, human-centered improvements while respecting your subject-matter expertise. Even small changes can make a meaningful difference for students, and many accessibility improvements benefit all learners.

For additional support, please contact [enter support/instructional contact info here.](#)