



Tips to Enhance Accessibility in Museums and Cultural Institutions

1. Adapt Existing Resources

- Produce existing print materials and labels in Braille and large print format, and produce museum maps as tactile diagrams.
- Make electronic or PDF versions of print materials available by request or on your website.
- Add verbal description to existing recorded audio guides.
- Make your website accessible.
- Make sure your entrances and gallery spaces are physically accessible for people with disabilities.

2. Adapt Existing Programs

- Add verbal description, ASL interpretation, or assistive listening devices to existing educator- or docent-led tours.
- Add onscreen or live captioning, ASL interpretation, assistive listening devices, or audio description to performances, lectures, or film/video screenings.
- Add verbal description, multi-sensory tools such as touchable objects, tactile diagrams, sound and drama, as well as art making activities to family programs, senior programs, school programs, and teacher workshops.

3. Create Additional Materials

- Create a touch tour of models, props, reproductions, or actual artworks approved by curators.
- Create a multi-sensory tour incorporating scent, sound, touch, movement, storytelling, and/or description.

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4. Inform the Public with Outreach and Publicity Campaigns

- Create and enlist an access advisory board. They are your first contacts in the community.
- Write accessibility articles for your museum's website and publications.
- Ensure that access services and programs are clearly explained and easily found on your institution's website. Don't forget to include links to public transportation and descriptions of what to expect upon arrival, as well as contact information for those who want to find out more.
- Involve communications and development departments to spread the word.
- Plan an open house to display your accessible resources to the different audiences in your community.
- Work with other cultural institutions to cross-advertise and promote one another's programs.
- Use social media to generate word-of-mouth publicity.