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**Voluntary Accessibility Template (VPAT)**

This Voluntary Product Accessibility Template (VPAT) describes accessibility of **Polycom's SoundStation Conference Phone Series (SSIP4000, 6000, 7000, Cisco 7937)** against the criteria described in Section 508 of the United States Rehabilitation Act of 1973, as amended (29 U.S.C. 794d). The template format is intended to permit easy evaluation of conformance to Section 508.

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**Note:** This document describes normal operational functionality. It does not include maintenance and troubleshooting

## SUMMARY TABLE

### VOLUNTARY PRODUCT ACCESSIBILITY TEMPLATE

<b><i>Category</i></b>	<b><i>Applicability</i></b>
Section 1194.21 Software applications and operating systems	Not Applicable
Section 1194.22 Web-based Internet Information and Applications	Not Applicable
Section 1194.23 Telecommunications Products	See Below
Section 1194.24 Video and Multi-Media Products	Not Applicable
Section 1194.25 Self-Contained, Closed Products	Not Applicable
Section 1194.26 Desktop and Portable Computers	Not Applicable
Section 1194.31 Functional Performance Criteria	See Below
Section 1194.41 Information, Documentation, and Support	See Below

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**Section 1194.23 Telecommunications Products – Detail Voluntary Product Accessibility Template**

<b>Criteria</b>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(a) Telecommunications products or systems which provide a function allowing voice communication and which do not themselves provide a TTY functionality shall provide a standard non-acoustic connection point for TTYs. Microphones shall be capable of being turned on and off to allow the user to intermix speech with TTY use.	Supports when combined with compatible assistive technology.	Network access can be provided by a standard ATA (Analog Telephone Adapter) which provides the RJ-11 POTS interface common on TTY devices.
(b) Telecommunications products which include voice communication functionality shall support all commonly used cross-manufacturer non-proprietary standard TTY signal protocols.	Not Applicable	As an open-air speakerphone, the SSIP4000/6000/7000 is not used to interface the network to a TTY. This interface is available and best provided by means described in 1194.23(a).
(c) Voice mail, auto-attendant, and interactive voice response telecommunications systems shall be usable by TTY users with their TTYs.	Not Applicable	This applies only to interactive voice response, voicemail, and auto-attendant systems
(d) Voice mail, messaging, auto-attendant, and interactive voice response telecommunications systems that require a response from a user within a time interval, shall give an alert when the time interval is about to run out, and shall provide sufficient time for the user to indicate more time is required.	Not Applicable	This applies only to interactive voice response, voicemail, and auto-attendant systems
(e) Where provided, caller identification and similar telecommunications functions shall also be available for users of TTYs, and for users who cannot see displays.	Not Applicable	These functions are supported by the network that hosts the VoIP conference telephone, rather than by the telephone itself. Access to the network is provided to the TTY by the means described in 1194.23(a).
(f) For transmitted voice signals, telecommunications products shall provide a gain adjustable up to a minimum of 20 dB. For incremental volume control, at least one intermediate step of 12 dB of gain shall be provided.	Supports when combined with compatible assistive technology.	The Polycom SSIP4000/6000/7000 conference telephone provides a minimum of 20dB gain adjustment range. In addition, as an open-air conferencing adjunct, the SSIP4000/6000/7000 is compatible with common assistive technology such as hearing aids that can provide additional gain adjustment
(g) If the telecommunications product allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use.	Supports when loaded with appropriate software	The SSIP4000/6000/7000 can be equipped with software that provides this function



<p>(h) Where a telecommunications product delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided.</p>	<p>Not Applicable</p>	<p>As an open-air speakerphone, the SSIP4000/6000/7000 is not normally held up to the ear.</p>
<p>(i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications product.</p>	<p>Supports</p>	
<p>(j) Products that transmit or conduct information or communication, shall pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery.</p>	<p>Supports</p>	<p>The SSIP4000/6000/7000 is fully compliant with open standards, including SIP telephony protocol and the G.711 codec</p>
<p>(k)(1) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys.</p>	<p>Supports</p>	<p>The SSIP4000/6000/7000 dial pad is arranged in a standard twelve-button layout with the conventional raised area on the "5" button.</p>
<p>(k)(2) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 lbs. (22.2N) maximum.</p>	<p>Supports</p>	
<p>(k)(3) Products which have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character.</p>	<p>Supports</p>	<p>There is no auto-repeat function for buttons used in conventional telephony features.</p>
<p>(k)(4) Products which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound.</p>	<p>Supports when combined with compatible assistive technology</p>	<p>Within the conventional telephony function set, only the microphone mute has a locking function. The mute button state is signaled by 3 large LEDs, plus additional LEDs on extension microphones when installed, which can be transformed into an audible signal using commonly available assistive technology such as a light probe or light detector available from <a href="http://MaxiAids.com">MaxiAids.com</a> and other sources.</p>

### Section 1194.31 Functional Performance Criteria - Detail Voluntary Product Accessibility Template

<i>Criteria</i>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.	Supports	Primary telephone functionality is supported using means other than vision as described in 1194.23(a)-(k)
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.	Supports	Usage of the device is compatible with visual acuity of 20/70 and less. The device is also compatible with optical and electro-optical assistive technology such as magnifying glasses and image magnification systems.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided	Supports	The device can be controlled visually, without auditory interaction.
(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	Supports	Enhanced audio is supported as described in 1194.23(f) and 1194.23(h)
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.	Supports	The device can be controlled and operated without the use of speech, as described in 1194.23(a), (b), (c)
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Supports	None of the subject devices require two or more simultaneous button presses. The buttons on Polycom IP phones conform with the requirements of 1194.23((k)(2).



**Section 1194.41 Information, Documentation and Support – Detail Voluntary Product Accessibility Template**

<b>Criteria</b>	<b>Supporting Features</b>	<b>Remarks and explanations</b>
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge	Supports	Polycom will supply documentation in accessible format upon request
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supports	Polycom will supply documentation in accessible format upon request
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supports	Users can reach Polycom support via telephone, email, or fax.

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