

# Accessible Data Tables in PDF Documents

State of Iowa

May 2025



# Headers rule



- Checks for column and row headers
- Column and row headers provide labels for each data cell
- Table content is not tabular if headers are not applicable

# Layout Tables

If tables have been used for layout, but the content is not tabular data, pull the tags (<P>, <L>, etc.) out of the table and delete the empty containers (<Table>, <TR>, <TH>, <TD>).

**TABLE 1: Examples of work or well issues that QUALIFY for GTC funding:**

<ul style="list-style-type: none"><li>Extension of well casing</li><li>Elimination or relocation of a well pit</li><li>Installation of a pitless adapter</li><li>Buried slab reconstruction</li><li>Shock chlorination or disinfection</li></ul>	<ul style="list-style-type: none"><li>Improving grouting</li><li>Installation of a liner and new grouting</li><li>Replacement of a well cap</li><li>Wellhead grade and drainage improvement</li></ul>
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**TABLE 2: Examples of work or well issues that DO NOT QUALIFY for GTC funding:**

<ul style="list-style-type: none"><li>Repair or replacement of a pump</li><li>Electrical wiring work</li><li>Controls</li><li>Improvement of pump capacity</li><li>Rock or brick cased wells</li><li>Wells that draw water from a surficial or unconfined aquifer (except eliminating a well pit)</li><li>Wells that don't meet separation distance requirements</li></ul>	<ul style="list-style-type: none"><li>Pressure tank</li><li>Piping or plumbing</li><li>Repair of water treatment equipment</li><li>Non-health related water quality</li><li>Wells contaminated with nitrate only</li><li>Shock chlorination for wells subject to contamination by multiple anthropogenic sources</li></ul>
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Proceed to Step 4 to see the reimbursement amounts for the well services that qualify for GTC funding.

# Regularity rule



- Check that data tables contain the same number of columns in each row, and rows in each column.
- A “complex data table” has cells that span multiple rows or columns, making the table irregular.

# Complex Tables

Metric	2020	2021	2022
<b>Prairie Meadows</b>			
Performances	5,179	7,364	7,999
Attendance	1,183,557	2,161,839	2,069,909
Mutuel Handle	\$41,627,619	\$46,734,763	\$39,728,364
Breakage	\$36,912	\$41,017	\$41,260
<b>Bluffs Run</b>			
Performances	4,493	4,934	4,936
Attendance	Not	Not	Not Available
Mutuel Handle	\$4,231,478	\$5,845,389	\$5,576,705
Breakage	\$18,350	\$27,579	\$45,938
<b>Iowa Greyhound Park</b>			
Performances	2,762	3,536	3,540
Attendance	135,034	212,248	84,762
Mutuel Handle	\$4,068,056	\$5,240,870	\$4,154,043
Breakage	\$12,683,067	\$19,912,268	\$2,400,682

If a table must remain complex, additional markup must be added in the Table Editor.

# Complex Table Header Cells

For each header cell:

- Indicate the number of columns or rows spanned
- Every header cell must have a unique ID
- Right click → Auto Generate Header Cell IDs

The screenshot shows a table with three columns: Metric, 2020, and 2021. The table is divided into three sections: Prairie Meadows, Bluffs Run, and Iowa Greyhound Park. A right-click context menu is open over the 'Performances' row of the Prairie Meadows section, showing options: 'Table Cell Properties...', 'Table Editor Options...', and 'Auto Generate Header Cell IDs'. The 'Table Cell Properties' dialog box is also open, showing the 'Type' section with 'Header Cell' selected and 'Scope' set to 'None'. The 'Attributes' section shows 'Row Span' set to 1, 'Column Span' set to 4, and 'ID' set to 'R2C1\_Prairie'. The 'Associated Header Cell IDs' list is empty.

Metric	2020	2021	2022
<b>Prairie Meadows</b>			
Performances			
Attendance			
Mutuel Handle			
Breakage			
<b>Bluffs Run</b>			
Performances	4,493	4,934	
Attendance	Not	Not	
Mutuel Handle	\$4,231,478	\$5,845,389	
Breakage	\$18,350	\$27,579	
<b>Iowa Greyhound Park</b>			
Performances	2,762	3,536	
Attendance	135,034	212,248	
Mutuel Handle	\$4,068,056	\$5,240,870	
Breakage	\$12,683,067	\$19,912,268	

Table Cell Properties

Type

☒ Header Cell Scope: None

☐ Data Cell

Attributes

Row Span: 1

Column Span: 4

ID: R2C1\_Prairie

Associated Header Cell IDs:

OK Cancel

# Complex Table Data Cells

For each data cell:

- List the ID of each associated header cell.

Metric	2020	2021	2022
<b>Prairie Meadows</b>			
Performances	5,179		
Attendance	1,183,55		
Mutuel Handle	\$41,627,6		
Breakage	\$36,912		
<b>Bluffs Run</b>			
Performances	4,493		
Attendance	Not		
Mutuel Handle	\$4,231,4		
Breakage	\$18,350		
<b>Iowa Greyhound Park</b>			
Performances	2,762		
Attendance	135,034		
Mutuel Handle	\$4,068,0		
Breakage	\$12,683,0		

Table Cell Properties

Type

☐ Header Cell      Scope:

☒ Data Cell

Attributes

Row Span:

Column Span:

ID:

Associated Header Cell IDs: R3C1\_Performa  
R2C1\_Prairie  
R1C2\_2020

OK Cancel

# Simplified Table

Every complex table can be rearranged or split into multiple tables to avoid being irregular.

Metric	2020	2021	2022
Prairie Meadows Performances	5,179	7,364	7,999
Prairie Meadows Attendance	1,183,557	2,161,839	2,069,909
Prairie Meadows Mutuel Handle	\$41,627,619	\$46,734,763	\$39,728,364
Prairie Meadows Breakage	\$36,912	\$41,017	\$41,260
Bluffs Run Performances	4,493	4,934	4,936
Bluffs Run Attendance	Not Available	Not Available	Not Available
Bluffs Run Mutuel Handle	\$4,231,478	\$5,845,389	\$5,576,705
Bluffs Run Breakage	\$18,350	\$27,579	\$45,938
Iowa Greyhound Park Performances	2,762	3,536	3,540
Iowa Greyhound Park Attendance	135,034	212,248	84,762
Iowa Greyhound Park Mutuel Handle	\$4,068,056	\$5,240,870	\$4,154,043
Iowa Greyhound Park Breakage	\$12,683,067	\$19,912,268	\$2,400,682



# Complex, but in a different way

If a table must remain complex, use two columns of row headers or two rows of column headers.

Park	Metric	2020	2021	2022
Prairie Meadows	Performances	5,179	7,364	7,999
	Attendance	1,183,557	2,161,839	2,069,909
	Mutuel Handle	\$41,627,619	\$46,734,763	\$39,728,364
	Breakage	\$36,912	\$41,017	\$41,260
Bluffs Run	Performances	4,493	4,934	4,936
	Attendance	Not Available	Not Available	Not Available
	Mutuel Handle	\$4,231,478	\$5,845,389	\$5,576,705
	Breakage	\$18,350	\$27,579	\$45,938
Iowa Greyhound Park	Performances	2,762	3,536	3,540
	Attendance	135,034	212,248	84,762
	Mutuel Handle	\$4,068,056	\$5,240,870	\$4,154,043
	Breakage	\$12,683,067	\$19,912,268	\$2,400,682

# Q&A



Questions?

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