



BEST PRACTICES

- Use a descriptive and concise text that clearly identifies the resource being linked to.
- Avoid ambiguous text, such as "click here" or "more information".
 - ✗ [Click here](#) for more information.
 - ✓ [Check our accessibility site to get more information.](#)
- If the URL need to be visible for the file to be printable, use a descriptive link followed by a short version of the URL (just in text).
 - ✓ [Check our accessibility site](https://europa.eu/!4gtGBD) (https://europa.eu/!4gtGBD) to get more information.
- Write out full email addresses:
 - ✓ Send an email to OP-ACCESSIBLE-PUBLICATIONS@publications.europa.eu
- If a hyperlink downloads a file, mention it:
 - ✓ [Accessible publishing - Handout \(PDF, 0.2 MB\)](#)
- If a hyperlink opens in a new browser tab or window, mention it:
 - ✓ [Accessibility website \(opens in new tab\)](#)

VISUALLY

- Underline the hyperlink text.
- Give the hyperlink text a different colour from surrounding text.
 - Hyperlink text is usually blue, but may be any colour that contrasts sufficiently with surrounding colours.
 - Use the same colour for all hyperlinks in a document.