



If you're thinking about getting a customised communication board for your venue, it's important to decide which symbols to include.

AAA provides a vast collection of symbols in their library suite and offers the ability to customise symbols as well.

To determine which symbols to use, it's best to choose ones that represent your organisation, its products, and services.

While this may seem like a daunting task, focus on the types of information visitors are likely to seek. Take into account what your organisation provides and the facilities accessible to visitors....



Symbol Placement

Symbols can be categorised based on their intended purpose and significance. This includes accessibility symbols, transportation symbols, and product and service symbols.

To speed up the process of providing assistance, it's advisable to place symbols that represent your most commonly asked questions in the top two rows of your communication board.

Board Formats and Placement

When implementing a visual communication board in your organisation, it's crucial to consider its placement within the facility.

It should be easily accessible and visible to everyone without requiring them to ask for it, especially individuals with communication needs.

Access Ability Australia recommends positioning the communication board in high traffic areas such as reception counters, classrooms, kitchens, and other prominent locations.

It's also essential to give prominence to the communication board on your organisation's website.

You can use various formats to display the communication board, such as an A3 hard copy on corflute or a digital version that can be printed and laminated for placement throughout the venue. Additionally, you may consider creating symbol tags for staff to wear on lanyards, which can be provided by Access Ability Australia.