## **Web Design Best Practices Checklist**

### **Background Information**

* URL: http://rvccmccs01.raritanval.edu/~msil3737/cisy225/aboutme3/hobbies.html
* Target Audience: Anyone
* Purpose: To inform people about the Monica

### **Page Layout**

1. ❏ Appealing to target audience
2. Consistent site header/logo
3. ❏ Consistent navigation area
4. ❏ Informative page title that includes the company/organization/site name
5. ❏ Page footer area includes copyright, last update, contact e-mail address
6. ❏ Good use of basic design principles: repetition, contrast, proximity, and alignment
7. ❏ Displays without horizontal scrolling at 1024×768 and higher resolutions
8. ❏ Balance of text/graphics/white space on page
9. ❏ Good contrast between text and background
10. ❏ Header and nav occupy less than ¼ to ⅓ of the browser at 1024×768 resolution
11. ❏ Home page has compelling, interesting information above the fold at 1024×768
12. ❏ Home page downloads within ten seconds on dial-up connection
13. ❏ Viewport meta tag is used to enhance display on smartphones
14. ❏ Media queries configure responsive page layout for smartphone and tablet display

### **Browser Compatibility**

1. ❏ Displays on popular/current versions of Internet Explorer
2. ❏ Displays on popular/current versions of Microsoft Edge
3. ❏ Displays on current versions of Firefox
4. ❏ Displays on current versions of Google Chrome
5. ❏ Displays on current versions of Opera
6. ❏ Displays on current versions of Safari (both Mac and Windows)
7. ❏ Displays on popular mobile devices (including tablets and smartphones)

### **Navigation**

MAKE SURE TO INCLUDE YOUR NAV

1. ❏ Main navigation links are clearly and consistently labeled
2. ❏ Navigation is easy to use for target audience
3. ❏ If main navigation uses images, clear text links are in the footer section of the page
4. ❏ If main navigation uses Flash, clear text links are in the footer section of the page
5. ❏ Navigation is structured in an unordered list
6. ❏ Navigation aids, such as site map, skip navigation link, or breadcrumbs are used
7. ❏ All navigation hyperlinks “work” — are not broken

### **Color and Graphics**

1. ❏ Color scheme is limited to a maximum of three or four colors plus neutrals
2. Color is used consistently
3. ❏ Text color has [sufficient contrast](http://snook.ca/technical/colour_contrast/colour.html) with background color
4. ❏ Color is not used alone to convey meaning
5. ❏ Use of color and graphics enhances rather than distracts from the site
6. ❏ Graphics are optimized and do not significantly slow download
7. ❏ Each graphic used serves a clear purpose
8. ❏ Image tags use the alt attribute to configure an alternate text description
9. ❏ Animated images do not distract from the site and do not endlessly repeat

### **Multimedia**

1. ~~❏ Each audio/video/Flash file used serves a clear purpose~~
2. ~~❏ The audio/video/Flash files used enhance rather than distract from the site~~
3. ~~❏ Captions are provided for each audio or video file used~~
4. ~~❏ Download times for audio or video files are indicated~~
5. ~~❏ Links to downloads for media plug-ins are provided~~

### **Content Presentation**

1. ❏ Common fonts such as Arial or Times New Roman are used
2. ❏ No more than one web font is used
3. ❏ Techniques of writing for the Web are used: headings, bullet points, brief paragraphs
4. ❏ Fonts, font sizes, and font colors are consistently used
5. ❏ Content provides meaningful, useful information
6. ❏ Content is organized in a consistent manner
   * 1. Make sure
7. ❏ Information is easy to find (minimal clicks)
8. ❏ Timeliness: The date of the last revision and/or copyright date is accurate
9. ❏ Content does not include outdated material
10. ❏ Content is free of typographical and grammatical errors
11. ❏ Content provides links to other useful sites
12. ❏ Avoids the use of “Click here” when writing text for hyperlinks
13. ❏ Hyperlinks use a consistent set of colors to indicate visited/nonvisited status
14. ❏ If graphics are used to convey meaning, the alternate text equivalent is provided
15. ❏ If media is used to convey meaning, the alternate text equivalent is provided

### **Functionality**

1. ❏ All internal hyperlinks work
2. ❏ All external hyperlinks work
3. ❏ All forms function as expected
4. ❏ No JavaScript errors are generated

### **Accessibility**

1. ❏ If main navigation uses images, text links are in the footer section of the page
2. ❏ If main navigation uses Flash, text links are in the footer section of the page
3. ❏ Navigation is structured in an unordered list
4. ❏ Navigation aids, such as site map, skip navigation link, or breadcrumbs are used
5. ❏ Color is not used alone to convey meaning
6. ❏ Text color has [sufficient contrast](http://snook.ca/technical/colour_contrast/colour.html) with background color
7. ❏ Image elements use the alt attribute to configure an alternate text description
8. ❏ If graphics are used to convey meaning, the alternate text equivalent is provided
9. ❏  ~~If media is used to convey meaning, the alternate text equivalent is provided~~
10. ❏ ~~Captions are provided for each audio or video file used~~
11. ❏ Use attributes designed to improve accessibility such as title when appropriate
12. ❏ Use the id and headers attributes to improve the accessibility of table data
13. ❏ Configure frames with frame titles and place meaningful content in the noframes area
14. ❏ The html element’s lang attribute indicates the spoken language of the page
15. ❏ The role attribute indicates [ARIA landmark roles](http://blog.paciellogroup.com/2013/02/using-wai-aria-landmarks-2013/)