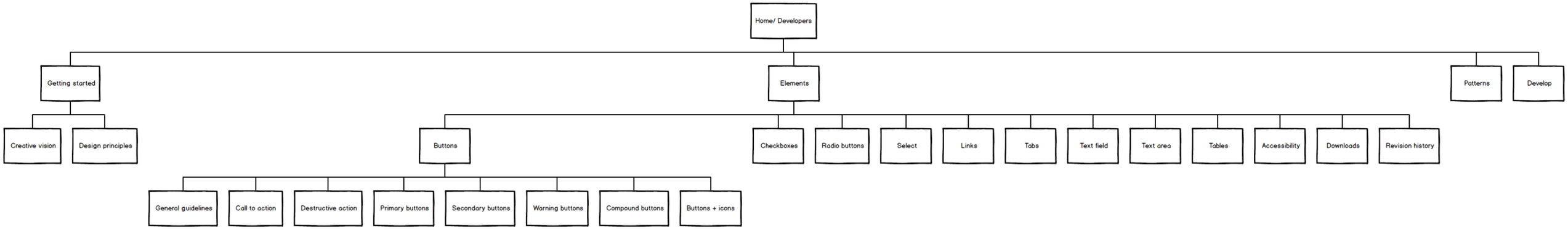
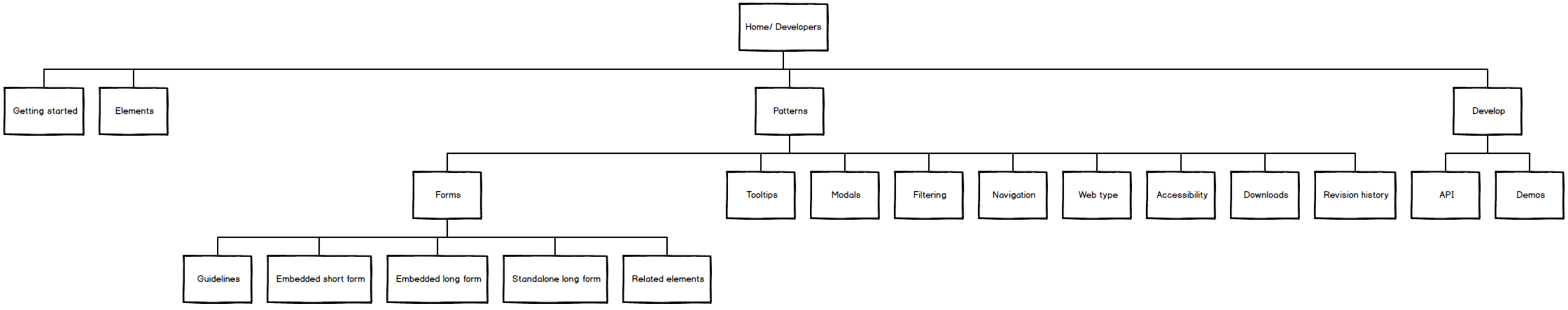

Home/ Developers
Getting started
Creative vision
Design principles
Elements
Buttons
General guidelines
Call to action
Destructive action
Primary buttons
Secondary buttons
Warning buttons
Compound buttons
Buttons + icons
Checkboxes
Radio buttons
Select
Links
Tabs
Text field
Text area
Tables
Accessibility
Downloads
Revision history
Patterns
Develop


Home/ Developers
Getting started
Elements
Patterns
Develop
Forms
Tooltips
Modals
Filtering
Navigation
Web type
Accessibility
Downloads
Revision history
API
Demos
Guidelines
Embedded short form
Embedded long form
Standalone long form
Related elements

Digital Product Guidelines

http://guidelines.something.gov/design

Section description

Getting Started

Some text

Announcements

Examples: updates to the guidelines on a quarterly basis

TOC

Creative vision
Design principles

Creative Vision

Rationale behind this intiative. Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Design Principles (Design guidelines)

This list identifies core principles and best practices for design. That said, every problem is different and sometimes you'll need to stray from these principles. When you do, be prepared to defend those decisions with research

Understand the problem before you try to solve it

Don't jump in and immediately start working on a solution. Instead, talk to users, subject-matter experts, and other stakeholders. Look for existing research in the area, investigate best practices, and survey the landscape of products trying to solve the same problem. If the problem space is very foreign to you, see if you can find some kind of training to take.

The user is not like you.

Everybody is a product of their past experiences, current situation, and future goals. Be careful not to conflate your preferences with the preferences of a product's users. Have empathy for what those users need to do, and how and when they will interact with your work.

Test early, test often.

Start validating your work as soon as you have something to validate. If you have sketches, grab somebody in the hall and ask them about them. If you have a rough prototype, find a couple of users and ask them to complete a task or two. If you have an almost-finished product, do in-depth testing.

Testing needs to continue after a product launch as well. Analytics should be an integral part of any product, which means you have to figure out what the goals are in advance. And those analytics need to be used to make the product better over time.

Aesthetics count.

Thoughts:
As we create the guidelines will probably need to modify the section structure

Patterns: Digital Product Guidelines

http://guidelines.something.gov/patterns

Home/ Developers | Getting Started | Elements | Patterns | Develop

Section description

Elements

Lorem ipsum... Reusable components created to proide solutions to common design problems.

Announcements

Examples: updates to the guidelines on a quarterly basis

TOC

- Buttons
  - General guidelines
  - Call to action
  - Destructive action
  - Primary buttons
  - Secondary buttons
  - Warning buttons
  - Compound buttons
  - Buttons + icons
- Checkboxes
- Radio buttons
- Select
- Links
- Tabs
- Text ield
- Text area
- Tables
- Accessibility
- Downloads

Revision history

Buttons

Presentation, usage and interaction.

General guidelines

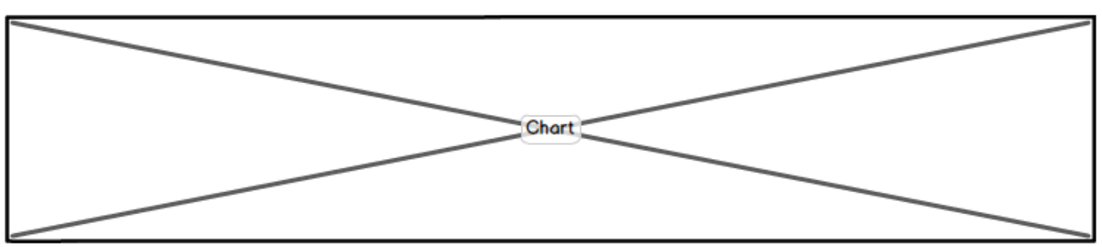
Visual style
Standard buttons are Pacific Blue with a 4 px rounded corner
Button text should be Avenir Next, Medium at 14 px
There should be 10 px top and bottom padding and 15 px left and right padding.

Buttons vs. links
Use buttons for actions and use links for going to another page or showing information.

Button text
Use:
- Verbs and an active voice
- Clear, informative and succinct language
- Sentence case

Avoid:
- Technical terms - e.g. use "delete", not "form reset", avoid "submit"
- Lots of words - eye tracking shows users are less likely to read long labels
- Button text over 22 characters long.

Button states



TOC

Buttons
General guidelines
Call to action
Destructive action
Primary buttons
Secondary buttons
Warning buttons
Compound buttons
Buttons + icons
Checkboxes
Radio buttons
Select
Links
Tabs
Text field
Text area
Tables
Accessibility
Downloads

Revision history

Buttons

Presentation, usage and interaction.

General guidelines

Visual style
Standard buttons are Pacific Blue with a 4 px rounded corner
Button text should be Avenir Next, Medium at 14 px
There should be 10 px top and bottom padding and 15 px left and right padding.

Buttons vs. links
Use buttons for actions and use links for going to another page or showing information.

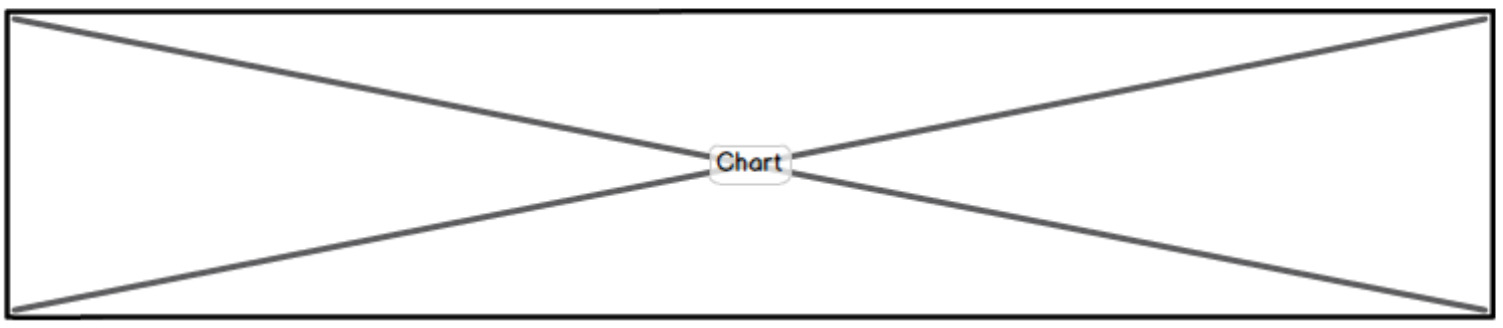
Button text
Use:

- Verbs and an active voice
- Clear, informative and succinct language
- Sentence case

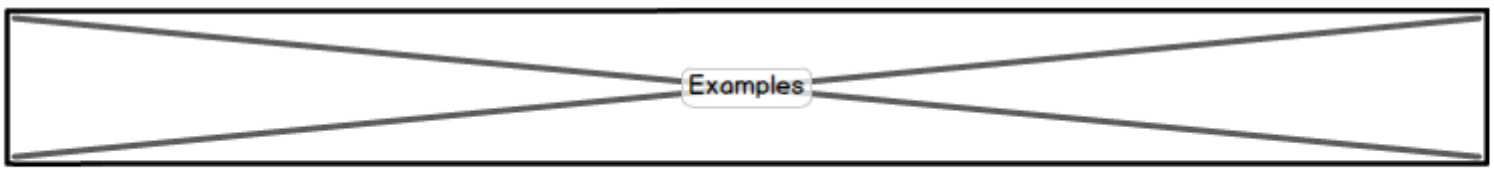
Avoid:

- Technical terms - e.g. use "delete", not "form reset", avoid "submit"
- Lots of words - eye tracking shows users are less likely to read long labels
- Button text over 22 characters long.

Button states



Call to Action buttons



Appearance and behavior

When using a call to action, use a aprimary or super button to emphasize a link or action. Don't overdo it - each additional button reduces the visual prominence of the call to action.

Patterns: Digital Product Guidelines

http://guidelines.something.gov/patterns

Section description

Patterns

Lorem ipsum... Each pattern describes a problem which occurs over and over again in our environment, and then describes the core of the solution to that problem, in such a way that you can use this solution a million times over, without ever doing it the same way twice.

Announcements

Examples: updates to the guidelines on a quarterly basis

TOC

- Forms
  - Guidelines
  - Embedded short form
  - Embedded long form
  - Standalone long form
  - Related elements
- Tooltips
- Modals
- Filtering
- Navigation
- Web type
- Accessibility
- Downloads

- Revision history

Forms

Description of forms purpose and function

Guidelines

Order and Layout

The order of the elements in a form is critical for the user understanding the form. Think of your form as a narrative that you are walking your user through.

The most important items in any given form should typically be listed first. This often includes login and contact information like name and email address that can allow the user to come back if they don't complete the form on the first pass.

Form elements should be grouped logically. Similar items (e.g., all things related to identifying an individual financial institution) should be grouped together.

When your form has a lot of fields, chunk the fields into separate categories. Those categories can then be divided by either separate headers or accordion-style modules depending on the purpose of the form (non-embedded long vs embedded long)

If the form stretches over multiple pages, indicate the user's progress. A left-hand list of steps/pages is included in the non-embedded long style for this purpose.

Use progressive disclosure. If there are sections of the form that are optional, consider using a show/hide mechanism like an accordion module. If something is a followup question (e.g., "If you answered yes to the previous question...") don't show it at all until the user has met the condition requiring the follow-up.

Clarity

Wherever possible, use clear, concise, standard English. Avoid jargon.

Keep labels short and simple. If a longer label is needed, consider phrasing it as a question: "How many chucks did the woodchuck chuck?" rather than "Number of chucks chucked by woodchuck"

Helper text should appear below the text entry field, and provide an example of the correct way to enter text("e.g., 100 Main Street, Anytown, USA"). Do not hide this sort of helper text - it should always be visible, even before the user focuses on the form element (some users won't select a field until they know their answer).

If the most of the fields are required, leave them alone and just mark the optional fields as optional. If most of the fields are

TOC

Forms
- Guidelines
- Embedded short form
- Embedded long form
- Standalone long form
- Related elements

Tooltips
Modals
Filtering
Navigation
Web type
Accessibility
Downloads

Revision history

Considerations for mobile

Your form fields and buttons probably need to be bigger. The rules of thumb from the major OS UI guidelines range slightly: Nokia recommends that all tappable elements should be at a minimum of 28 x 28 pixels, Apple recommends a minimum of 44 x 44 pixels wide. Ultimately the easier things are to select, the easier it'll be for users to fill out your form. So make them bigger.

You need to demo your form on an actual phone in order to test how it feels. Viewing a jpeg of the interface on your Blackberry is a good start. Demoing on less outdated devices is also important.

Embedded short form

Embedded short is used for requesting a small amount of information within a page that is primarily non-form content. Examples of a embedded short are a newsletter sign-up module or form elements used to browse available job listings. link to example

Appearance and behavior

Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Embedded long form

Embedded long is used for requesting a larger number of fields within a page or application, such as Public Data or the Supervision & Examination System (SES).

Appearance and behavior

Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Standalone long form

Standalone long is used for longer forms that exist on separate pages specific to the form, such as the complaint forms from Consumer Response (CR).

Appearance and behavior

Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Related elements

- Checkboxes
- Radio buttons
- Select
- Text field
- Text area

TOC

Forms
Tooltips
Modals
Filtering
Navigation
Web type
Accessibility
Downloads

Revision history

Accessibility

The concepts of web accessibility are organized around four guiding principles. These principles lay the foundation for ensuring web content is available for all users. As defined by the W3C, the guidelines are:

Perceivable: Information and user interface components must be presentable to users in ways they can perceive.
Operable: User interface components and navigation must be operable: an interface cannot require interaction that a user cannot perform).
Understandable: Information and the operation of user interface must be understandable.
Robust: Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies.

Following these guidelines makes web sites and apps more accessible for users with disabilities. It also makes sites and content more usable for everybody, especially users on non-desktop devices. And it helps to ensure forward compatibility, including with devices that are radically different from those in use today.

This document is organized based around these four principles. Note: while this document can function as a checklist – and at times, it will – that isn't the primary purpose. The goal is to foster understanding of why these guidelines are important.

Perceivable

Following these guidelines will ensure the ability to access content on a broad variety of devices. This includes disabled individuals using assistive technology (such as blind users with screen readers, or deaf users needing captions, etc). It also includes users of varying devices, including grayscale screens, mobile devices when muted, devices that can read content to us, etc.

Provide text alternatives for non-text content.

For any content that is not text-based (including images, audio, video, animations, charts, graphs, and so on), provide an alternative version of that content that is text-based. Some techniques for this include:

- Using the <alt> and <title> attributes on images and other graphical elements.
- Using the <title> and <desc> elements in SVG drawings.
- Using fallback text for the <object> element.
- Having descriptive text near the image in the document: for example, the legend for a pie chart might include the percentages of each item.
- Linking to said text in the immediate context of the image or other multimedia.
- Providing transcripts of audio and video recordings.

Note: CAPTCHA does not meet this guideline and should not be used.

There are a few cases where text alternatives are not required (and may in fact be undesirable):

- Form fields that have correctly associated <label> tags should not also have title attributes.
- Images meant to be purely decorative should ideally be included with CSS, but if that is not possible should have blank alt and title attributes.

Provide appropriate alternatives for multimedia

Multimedia such as audio, video, animations and the like will usually require more than just descriptive text. In most cases the timing of text and descriptions in these files is important, and should therefore be included in the alternative versions.

For prerecorded content:

- For audio-only content, provide a transcript that includes both spoken words and descriptions of other sounds.
- For video-only content, provide an audio track with descriptions of the video or a similar description in text.

Combined audio/video content needs to provide alternatives for both the sound and video. There are a few strategies for this:

- Alternatives for sound include closed captions or sign interpretation.
- Alternatives for video include an audio description track or a document similar to a screenplay (which includes dialog, description of sounds, and description of action).

For live content, ideally closed captioning or sign interpretation is available, but in some cases providing the prepared remarks or script alongside the audio/video may be sufficient.

Patterns: Digital Product Guidelines

http://guidelines.something.gov/patterns

TOC

Forms
Tooltips
Modals
Filtering
Navigation
Web type
Accessibility
Downloads

Revision history

Downloads

Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Templates

Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Resources

Item One
Description

Item Two
Description

Item Three
Description

An external example page

An annotated live demo or static image.

Future thoughts:

- Dimensions? Standards needed for design and development implementation
- Making all examples live demos, with code patterns.

Example template: Digital Product Guidelines

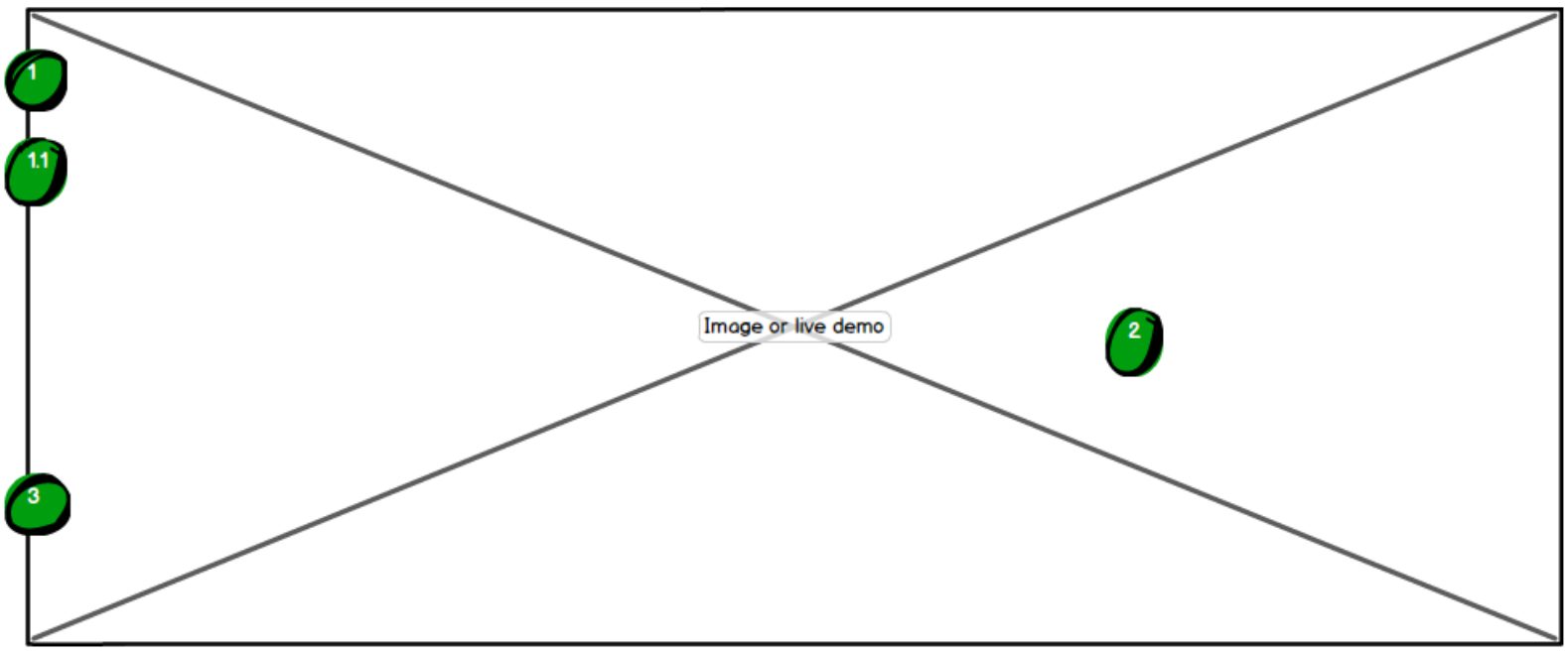
http://guidelines.something.gov/##########

Home/ Developers | Getting Started | Elements | Patterns | Develop

Example title

Description, if appropriate Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Last updated: Month 12, 2013



Annotations

If there are standards that are best described, write out that here. Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. There might also be a link to a project or other live example here.

Number	Feature	Description	Notes
1	Feature name 1	What is the feature	Considerations and other notes
1.1	Feature name 1.1	What is the sub-feature	Considerations and other notes
2	Feature name 2	Feature description and usage	Considerations and other notes
3	Feature name 3	Feature description and usage	Considerations and other notes