

Project Checklist

NAME _____

DATE _____

GROUP

PROJECT #

Complete this checklist as you wrap up your project for final submission.
For a successful project, every check box should be checked.

Preliminary Work

- ☐ Infopack or Interactive Design Specifications document submitted
- ☐ Website semi-comp submitted

Setup

- ☐ Root folder structure is setup - *css, images, js, raw* folders present; *index.html* is main page
- ☐ Each page has a unique `<title>` element that shortly describes the brand and page content
- ☐ Each page has a unique `<meta>` element for the *'description'* that describes the page in more detail
- ☐ Each page has a *'reset'* or *'normalize'* CSS file linked
- ☐ CSS for the page is linked in an external file
- ☐ Each page has a *'modernizr'* Javascript file linked and properly applied with *'no-js'* class on `<html>`
- ☐ Page is not copied from a lesson or peer — this is cheating

Structure and Content

- ☐ HTML5 elements are used semantically including `<header>`, `<footer>`, `<section>`, `<article>`, `<aside>`, `<nav>`, `<figure>`
- ☐ IDs and classes are used appropriately and consistently with good naming conventions
- ☐ All floats are cleared with a *'clearfix'* class on each parent element
- ☐ All `` have *'alt'* text describing the image
- ☐ Content titles or headings are formatted as `<h1>` to `<h6>` depending on importance
- ☐ Paragraphs or areas of text are formatted as `<p>`
- ☐ Lists of information are formatted as `` or `` with `` for each list item
- ☐ All images are web format (*JPG, PNG, GIF*), RGB colour space and screen resolution (*72ppi*)
- ☐ All fonts are web-safe (*Arial, Georgia, etc.*) or using webfonts (*Google Fonts, Typekit, Font Squirrel generated*)
- ☐ Special characters are escaped — for example `&` is changed to `&`

Testing

- ☐ Displays and functions correctly in Chrome and Firefox — plus Safari on Mac or Internet Explorer on PC
- ☐ Passes W3C validation — both HTML and CSS
- ☐ Check for code errors in Dreamweaver (*code line number is red*)
- ☐ Text is free of errors — check spelling (*in Dreamweaver under Commands > Check Spelling*)

Final Checks Before Submission

- ☐ All linked files, images, etc., are relative to the root folder (*no file: *)
- ☐ HTML is cleaned up, source formatting applied, comments added as an aid
- ☐ CSS is cleaned up, well organized, comments added as an aid
- ☐ Root folder is well organized, all files are present and in correct folder including original design file in *'raw'*
- ☐ Root folder is named *lastname_firstname*, compressed and uploaded to FanshaweOnline



Before you submit your project, **check the project brief** to make sure all project specifics are covered including amount and types of content, navigation items, social media links, number of columns, full-width backgrounds, etc.



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Graphic Design