Menu Selection, Form Fillin and Dialog Boxes

Sameer Kharel

Introduction

- List of options from which user selects the desired choice

Benefit of Menu

- Self-explanatory

- Eliminates memorizing

- Few keystrokes

- No or less training required for user

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WHAT WOULD LIKE TO HAVE?

Computer menus are more difficult to design than are restaurant menu

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Task-Related Organization

"The primary goal for menu, form-fillin, and dialog-box designers is to create a sensible, comprehensible, memorable, and convenient organization relevant to the user's task."

Single Menus

Linear Sequence

Tree Structure

Acyclic Network

Cyclic Network
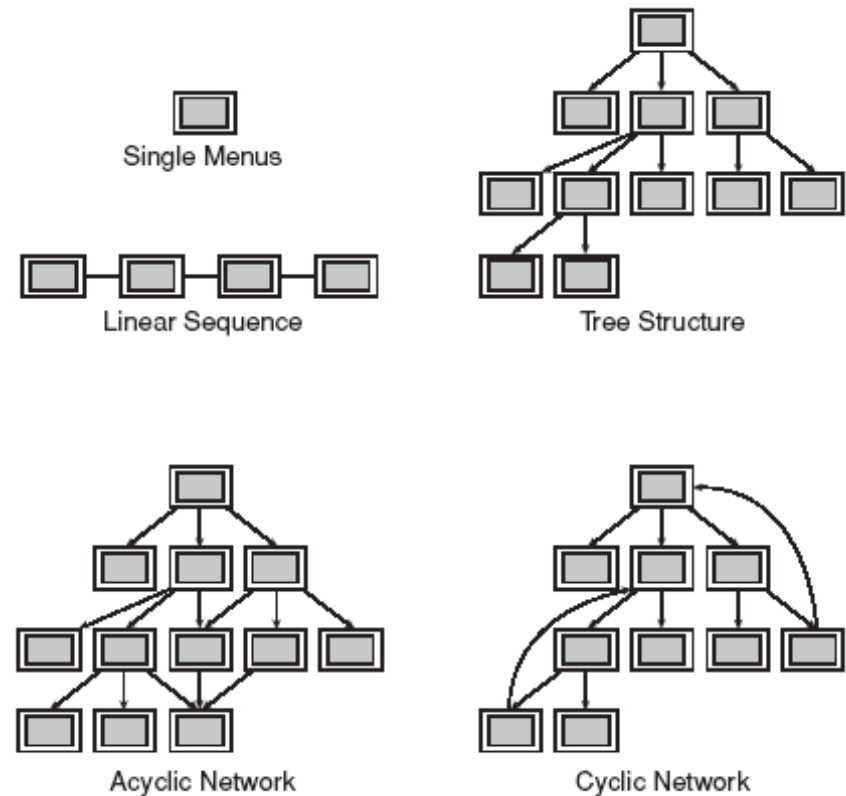
Single Menus

- Single menus may have two or more items, or may allow multiple selection

    - Binary Menus

    - Multiple-item Menus

    - Multiple-selection menus or check boxes

Binary Menus

- yes-no
- true-false
- male-female choices
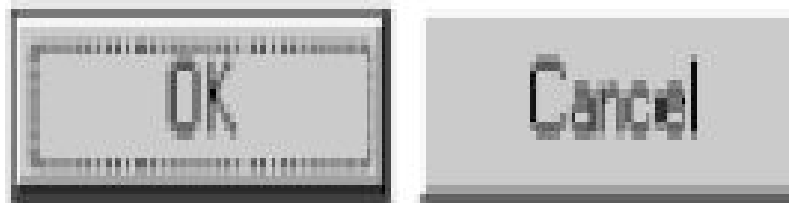
Multiple-item Menus

- have more than two items

Q1. In what year did Voyager 2 come closest to Uranus?
- ○ 1984
- ○ 1985
- ○ 1986
- ○ 1987
- ○ 1988

Multiple-selection Menus or Check Boxes

- Capacity to make multiple selections from the choices offered
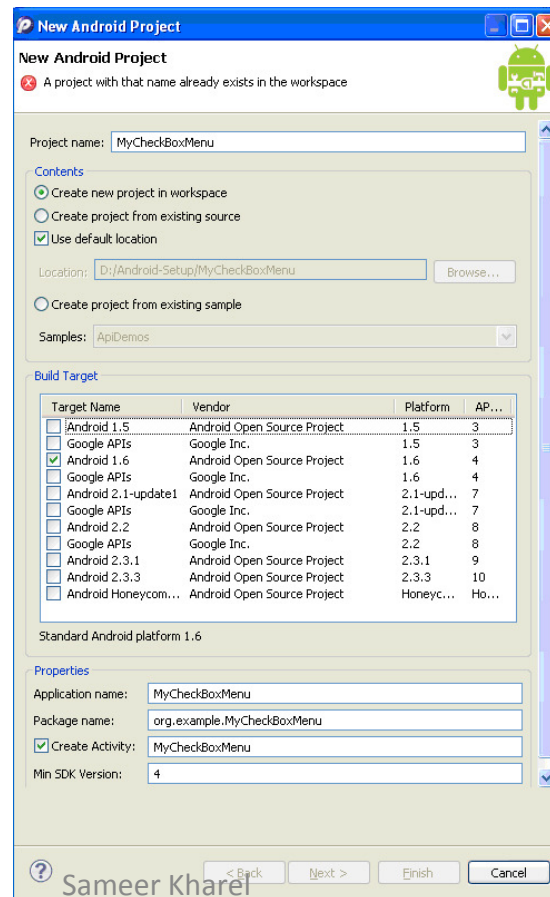
Pull-down and Pop-up Menus

- Pull-down menus are constantly available to the user via selections along a top menu bar
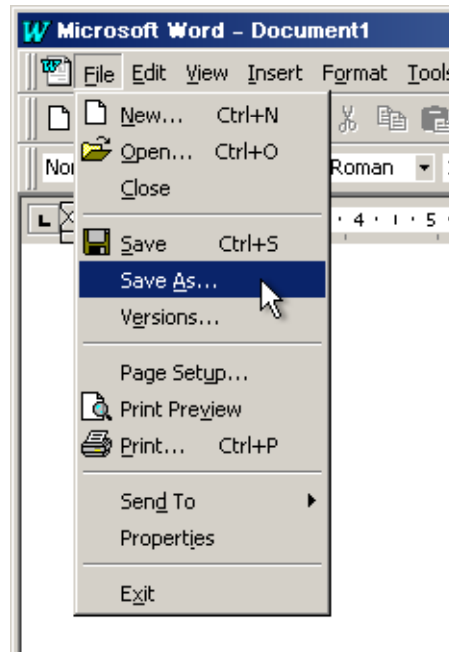
Pop-up Menus

- Appear on the display in response to a click with a pointing device such as mouse

- Contents of the pop-up menu may depend on where the cursor is when pointing device is clicked

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Pie Menus

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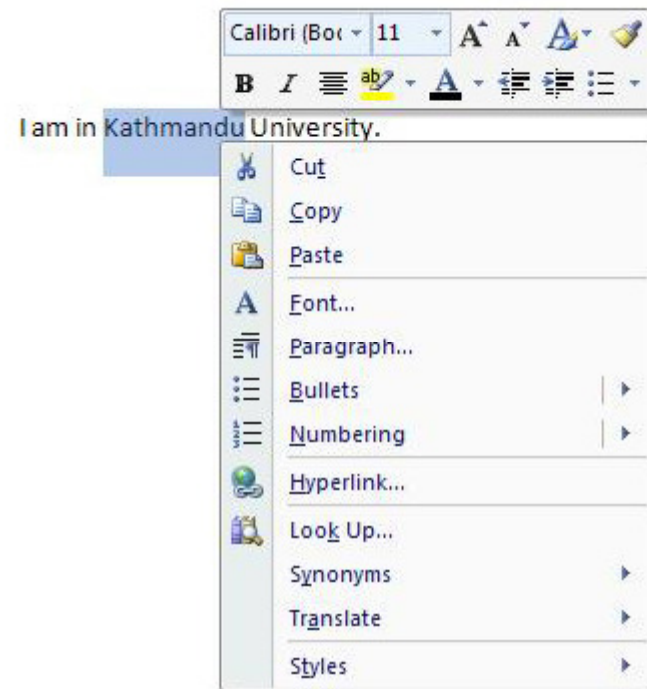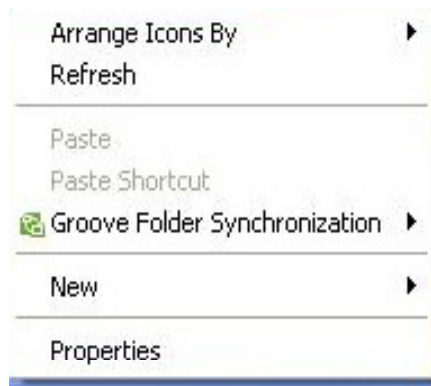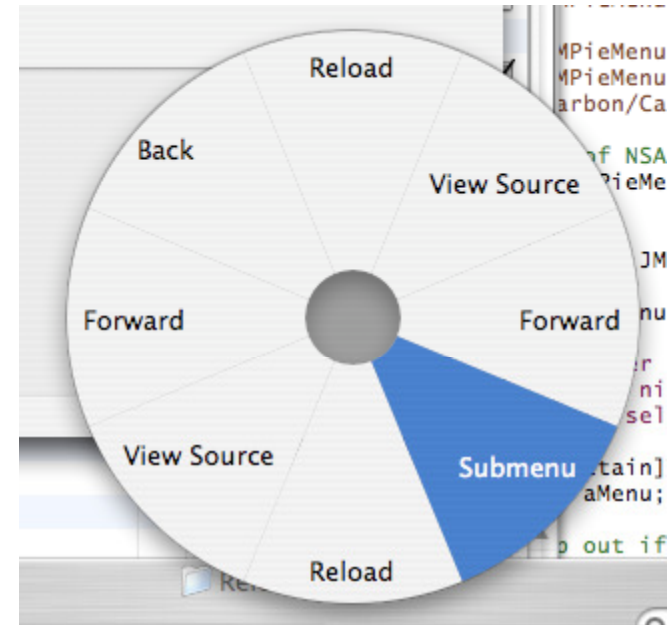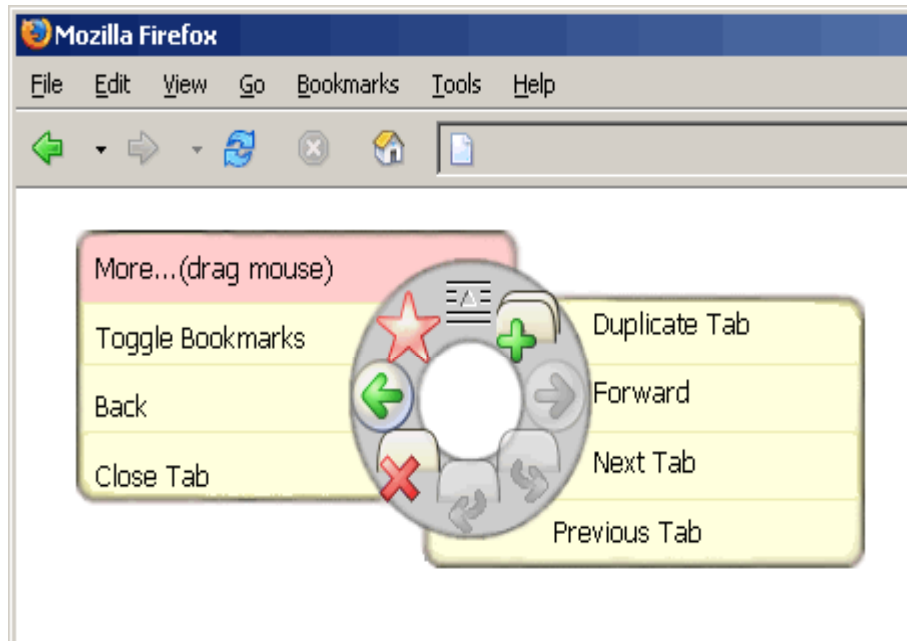
Scrolling Menus

- When there is more number of menu items added to the menu, scroll arrows can be set to scroll through the items

scrolling arrow

Scrolling arrow in dynamic menu

Left scrollbutton position

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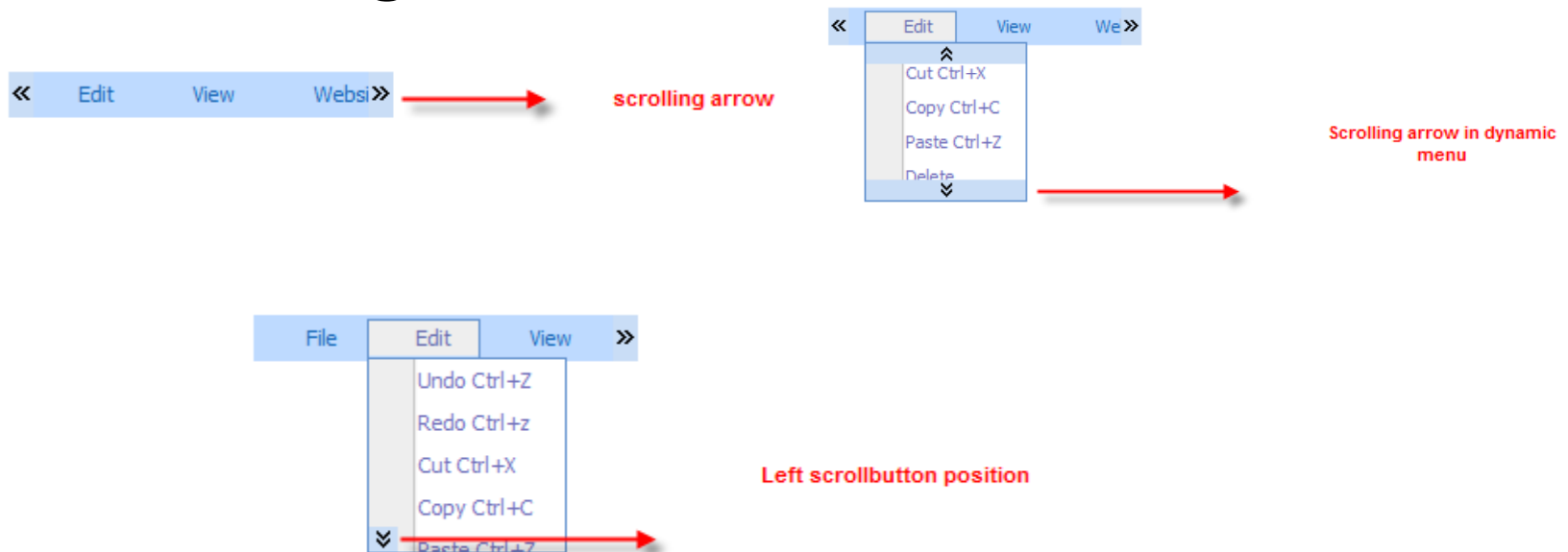
Alphasliders

- Alphasliders are an effective tool for searching an alphabetically sorted list when only limited screen space is available for the graphical user interface

Embedded Links

– Embedded menus are an alternative to explicit menus

– It is natural to allow users reading about people, events, and places to retrieve detailed information by selecting menus in context

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Linear Sequences Menus

- Linear sequences guide the user through a complex decision-making process by presenting one decision at a time
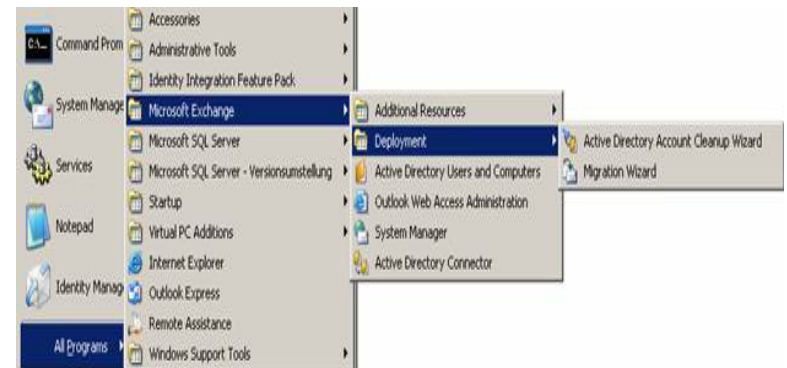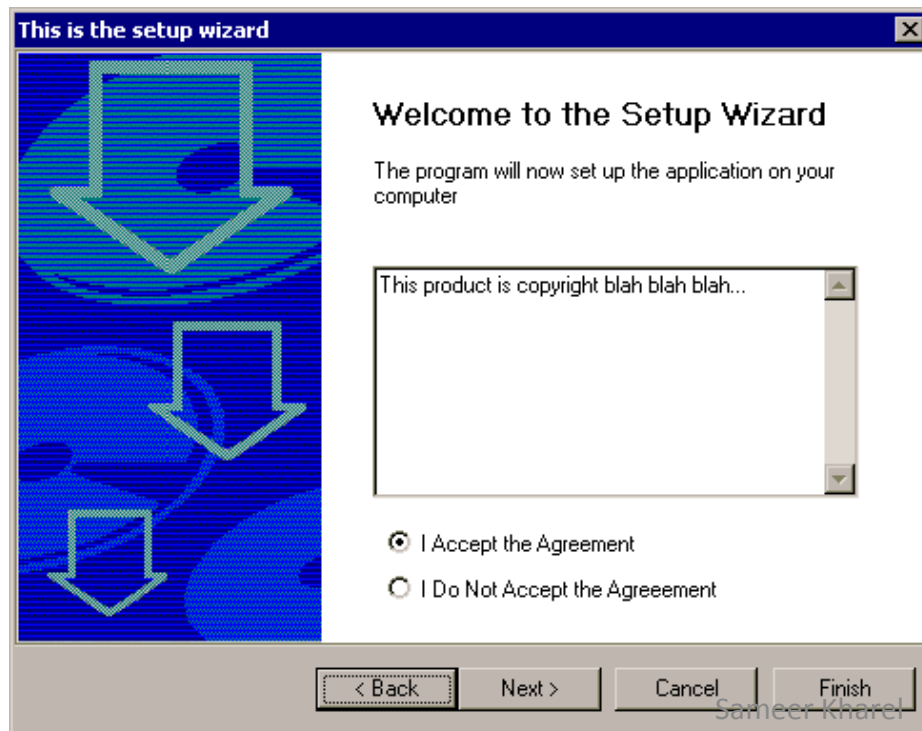
Multiple Menus

- menus which acts independent of each other
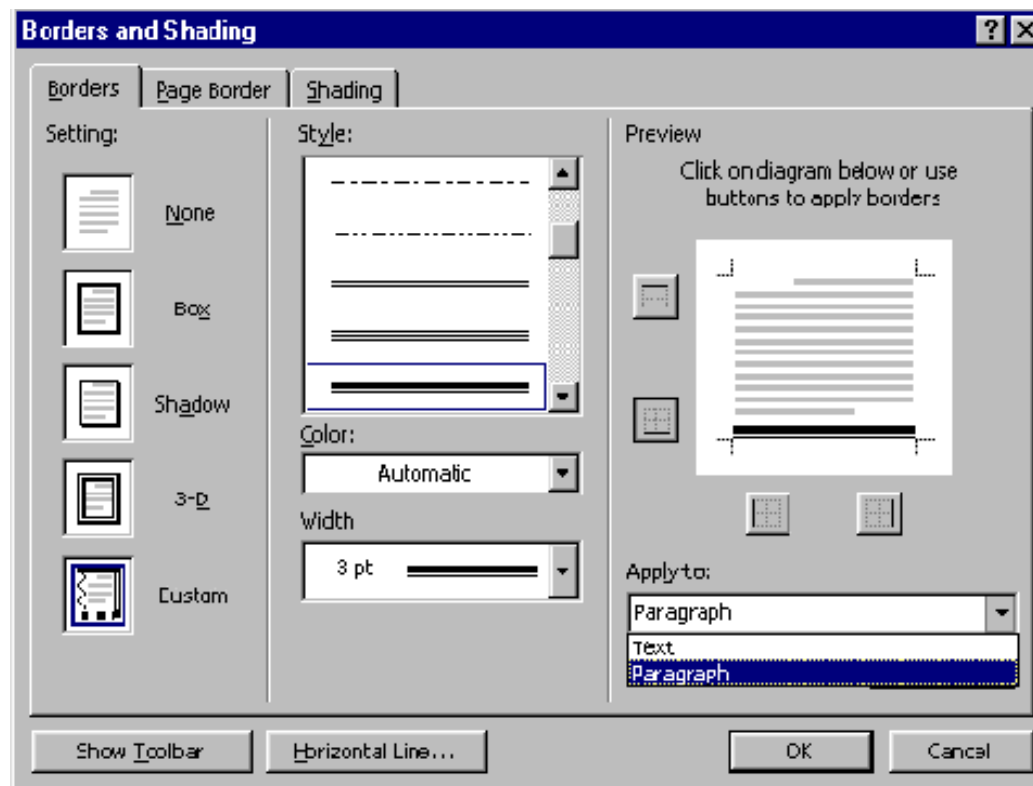
Tree-structure Menus
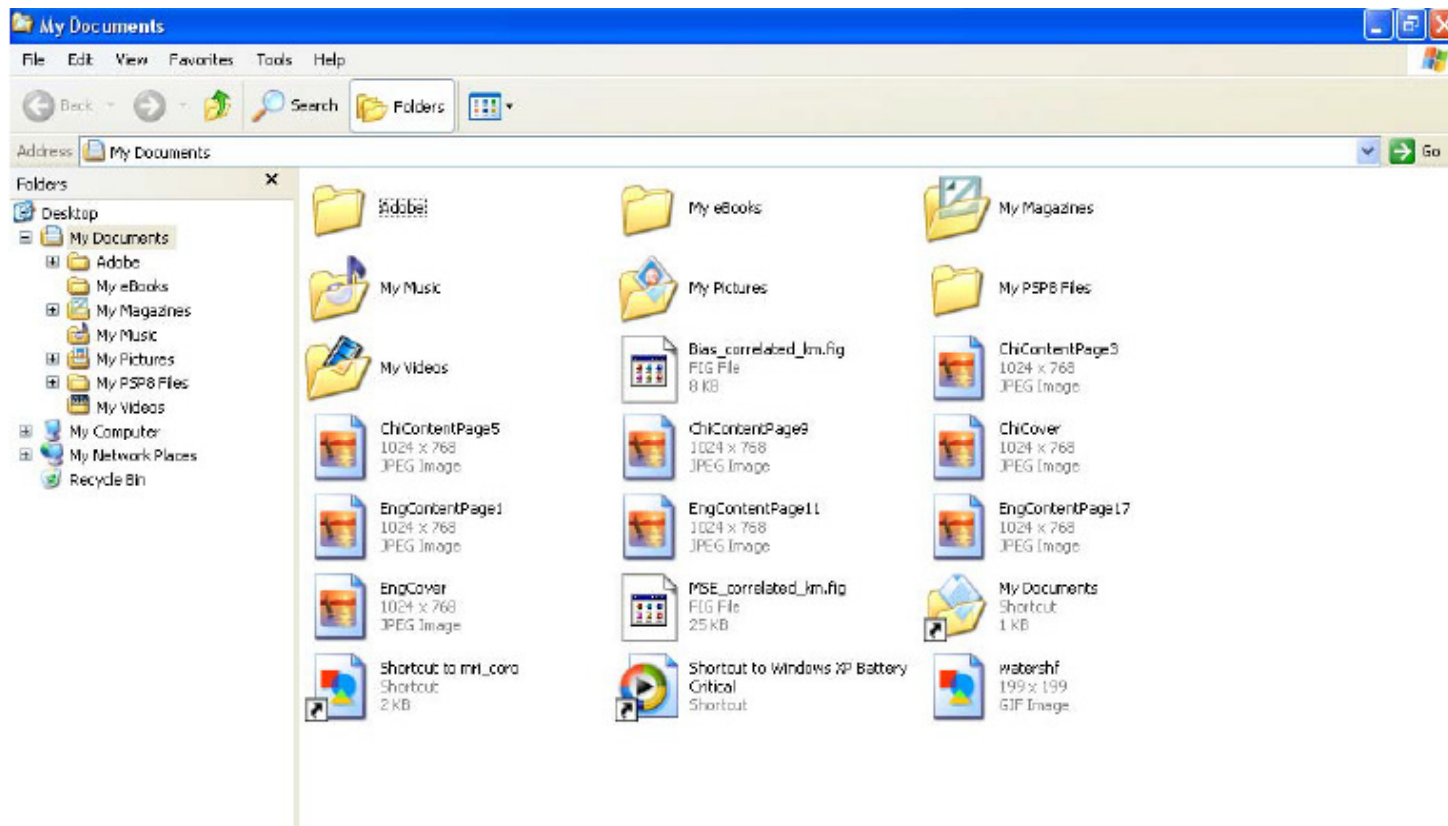
- form categories of similar items to create a tree structure
- allows only one way to reach each menu

Depth versus Breath

- Several empirical studies have dealt with the depth-breath tradeoff, and the evidence is strong that breadth should be preferred over depth

- When the depth goes to four or five, there is good chance of users becoming lost or disoriented

- Landauer and Nachbar (1985) confirmed the advantage of breadth over depth and developed predictive equations for traversal times

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Task-related grouping in tree structure

- Create groups of logically similar items
- Form groups that cover all possibilities
- Make sure that item are nonoverlapping
- Use familiar terminology, but ensure that item are distinct from one another

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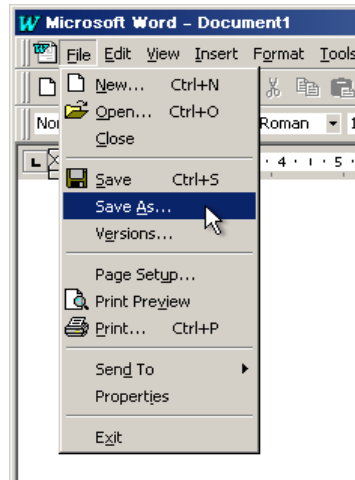
Menu Maps

- avoid "getting lost" particularly in a menu tree with a large number of levels or depth
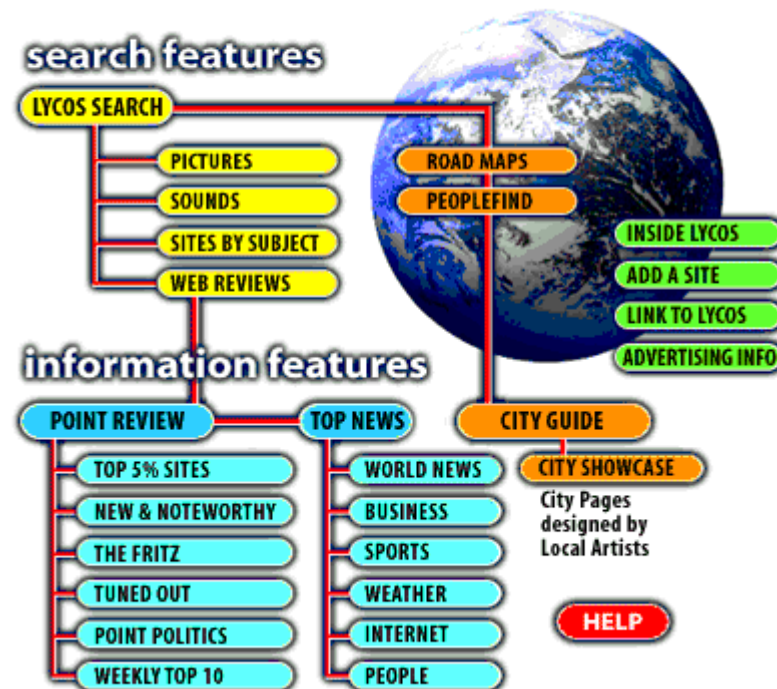
Fast Movement Through Menus

- Menus with typehead

- Bookmarks

- Macros

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Acyclic and Cyclic Menu Network

- Some or all menus in the tree may be reachable by more than one sequence of choices

- Special traversals may allow the user to jump around the menu tree

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Menu Layout

- Titles
- Phrasing of menu items

  - use familiar and consistent terminology

  - ensure that items are distinct from one another

  - use consistent and concise phrasing

  - bring the keyword to the left

Contd…

- Graphic layout and design
  - Titles
  - Item placement
  - Instructions
  - Error message
  - Status report

Menu Selection Guidelines

Menu selection guidelines.

- Use task semantics to organize menus (single, linear sequence, tree structure, acyclic and cyclic networks).
- Prefer broad–shallow to narrow–deep.
- Show position by graphics, numbers, or titles.
- Use items as titles for subtrees.
- Group items meaningfully.
- Sequence items meaningfully.
- Use brief items; begin with the keyword.
- Use consistent grammar, layout, and terminology.
- Allow type ahead, jump ahead, or other shortcuts.
- Enable jumps to previous and main menu.
- Consider online help, novel selection mechanisms, and optimal response time, display rate, and screen size.

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Form Fillin

- **Form Fillin**
  - Appropriate when many fields of data must be entered:
    - Full complement of information is visible to user.
    - Display resembles familiar paper forms.

  - Users must be familiar with:
    - Keyboards
    - Use of TAB key or mouse to move the cursor
    - Error correction methods
    - Field-label meanings
    - Use of the ENTER

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- **Form-Fillin Design Guidelines**
  - Meaningful title
  - Comprehensible instructions
  - Logical grouping and sequencing of fields
  - Visually appealing layout of the form
  - Familiar field labels
  - Consistent terminology and abbreviations
  - Visible space and boundaries for data-entry fields
  - Convenient cursor movement
  - Error correction for individual characters and entire fields
  - Error prevention
  - Error messages for unacceptable values
  - Optional fields clearly marked
  - Explanatory messages for fields
  - Completion signal

List and Combo boxes
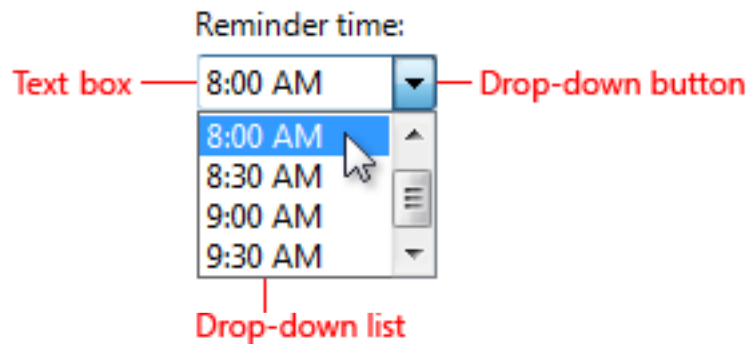
Coded Fields

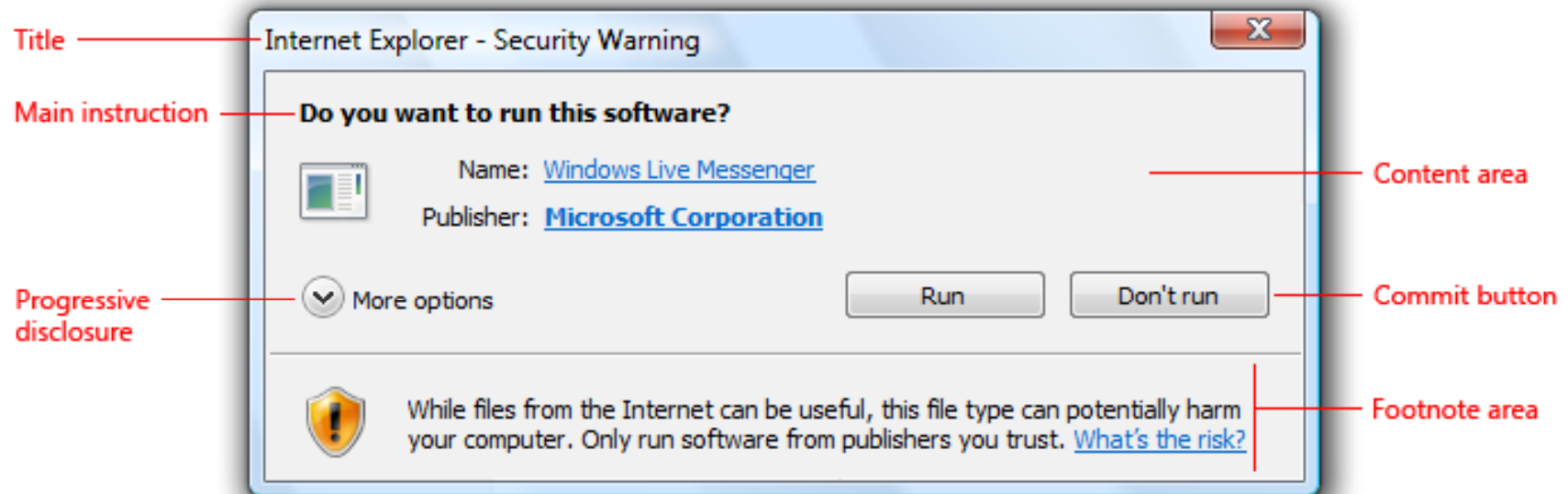Phone number: (_ _ _) _ _ _ _ _ _ _ _

ID: (_) _ _ _ _ _ _ (_)

Time: _ _ : _ _ : _ _

Date: _ _ / _ _ / _ _ _ _

Dialog Boxes

- A dialog box is a temporary window an application creates to retrieve user input

- An application typically uses dialog boxes to prompt the user for additional information for menu items

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Internet Explorer - Security Warning

Do you want to run this software?

Name: Windows Live Messenger
Publisher: Microsoft Corporation

More options   Run   Don't run

While files from the Internet can be useful, this file type can potentially harm your computer. Only run software from publishers you trust. What's the risk?

Title

Main instruction

Content area

Progressive disclosure

Commit button

Footnote area

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Dialog Box Guidelines

Dialog box guidelines.

Internal layout: like that of menus and forms
- Meaningful title, consistent style
- Top-left to bottom-right sequencing
- Clustering and emphasis
- Consistent layouts (margins, grid, whitespace, lines, boxes)
- Consistent terminology, fonts, capitalization, and justification
- Standard buttons (OK, Cancel)
- Error prevention by direct manipulation

External relationships
- Smooth appearance and disappearance
- Distinguishable but small boundary
- Size small enough to reduce overlap problems
- Display close to appropriate items
- No overlap of required items
- Easy to make disappear
- Clear how to complete/cancel

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THANK YOU!!!

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