**Background Information**

* URL: file:///C:/Users/donpa/Dropbox/web\_design/codes/firstpage.html
* Target Audience: Everyone
* Purpose: To inform

**Page Layout**

1. Appealing to target audience



1. Consistent site header/logo



1. Consistent navigation area



1. Informative page title that includes the company/organization/site name



1. Check mark symbol    Page footer area includes copyright, last update, contact e-mail address
2. Good use of basic design principles: repetition, contrast, proximity, and alignment



1. Displays without horizontal scrolling at 1024×768 and higher resolutions



1. Balance of text/graphics/white space on page



1. Good contrast between text and background



1. Check mark symbol   Header and nav occupy less than ¼ to ⅓ of the browser at 1024×768 resolution
2. Home page has compelling, interesting information above the fold at 1024×768



1. Home page downloads within ten seconds on dial-up connection



1. ❏    Viewport meta tag is used to enhance display on smartphones
2. ❏    Media queries configure responsive page layout for smartphone and tablet display

**Browser Compatibility**

1. Displays on popular/current versions of Internet Explorer



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

**Navigation**

1. Check mark symbol   Main navigation links are clearly and consistently labeled
2. Check mark symbol   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. Check mark symbol   Navigation is structured in an unordered list
6. ❏   Navigation aids, such as site map, skip navigation link, or breadcrumbs are used
7. Check mark symbol   All navigation hyperlinks "work" — are not broken

**Color and Graphics**

1. Check mark symbol   Color scheme is limited to a maximum of three or four colors plus neutrals
2. Check mark symbol   Color is used consistently
3. Check mark symbol   Text color has [sufficient contrast](http://snook.ca/technical/colour_contrast/colour.html) with background color
4. Check mark symbol   Color is not used alone to convey meaning
5. Check mark symbol   Use of color and graphics enhances rather than distracts from the site
6. Check mark symbol   Graphics are optimized and do not significantly slow download
7. Check mark symbol   Each graphic used serves a clear purpose
8. Check mark symbol   Image tags use the alt attribute to configure an alternate text description
9. Check mark symbol   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. Check mark symbol   Common fonts such as Arial or Times New Roman are used
2. Check mark symbol   No more than one web font is used
3. Check mark symbol   Techniques of writing for the Web are used: headings, bullet points, brief paragraphs
4. Check mark symbol   Fonts, font sizes, and font colors are consistently used
5. Check mark symbol   Content provides meaningful, useful information
6. Check mark symbol   Content is organized in a consistent manner
7. Check mark symbol   Information is easy to find (minimal clicks)
8. Check mark symbol   Timeliness: The date of the last revision and/or copyright date is accurate
9. Check mark symbol   Content does not include outdated material
10. Check mark symbol   Content is free of typographical and grammatical errors
11. Check mark symbol   Content provides links to other useful sites
12. Check mark symbol   Avoids the use of "Click here" when writing text for hyperlinks
13. Check mark symbol   Hyperlinks use a consistent set of colors to indicate visited/nonvisited status
14. Check mark symbol   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. Check mark symbol   All internal hyperlinks work
2. Check mark symbol   All external hyperlinks work
3. Check mark symbol   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. Check mark symbol   Navigation is structured in an unordered list
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9. Check mark symbol   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. Check mark symbol   Use attributes designed to improve accessibility such as title when appropriate
12. Check mark symbol   Use the id and headers attributes to improve the accessibility of table data
13. Check mark symbol   Configure frames with frame titles and place meaningful content in the noframes area
14. Check mark symbol   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/)

**Background Information**

* URL: file:///C:/Users/donpa/Dropbox/web\_design/codes/2ndpage.html
* Target Audience: Everyone
* Purpose: To inform

**Page Layout**

1. Check mark symbol    Appealing to target audience
2. Check mark symbol   Consistent site header/logo
3. Check mark symbol    Consistent navigation area
4. Check mark symbol    Informative page title that includes the company/organization/site name
5. Check mark symbol    Page footer area includes copyright, last update, contact e-mail address
6. Check mark symbol   Good use of basic design principles: repetition, contrast, proximity, and alignment
7. Check mark symbol  Displays without horizontal scrolling at 1024×768 and higher resolutions
8. Check mark symbol    Balance of text/graphics/white space on page
9. Check mark symbol    Good contrast between text and background
10. Check mark symbol   Header and nav occupy less than ¼ to ⅓ of the browser at 1024×768 resolution
11. Check mark symbol    Home page has compelling, interesting information above the fold at 1024×768
12. Check mark symbol    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**

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3. Check mark symbol   Displays on current versions of Firefox
4. Check mark symbol   Displays on current versions of Google Chrome
5. Check mark symbol   Displays on current versions of Opera
6. Check mark symbol   Displays on current versions of Safari (both Mac and Windows)
7. ❏   Displays on popular mobile devices (including tablets and smartphones)

**Navigation**

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7. Check mark symbol   All navigation hyperlinks "work" — are not broken

**Color and Graphics**

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2. Check mark symbol   Color is used consistently
3. Check mark symbol   Text color has [sufficient contrast](http://snook.ca/technical/colour_contrast/colour.html) with background color
4. Check mark symbol   Color is not used alone to convey meaning
5. Check mark symbol   Use of color and graphics enhances rather than distracts from the site
6. Check mark symbol   Graphics are optimized and do not significantly slow download
7. Check mark symbol   Each graphic used serves a clear purpose
8. Check mark symbol   Image tags use the alt attribute to configure an alternate text description
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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**

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6. Check mark symbol   Content is organized in a consistent manner
7. Check mark symbol   Information is easy to find (minimal clicks)
8. Check mark symbol   Timeliness: The date of the last revision and/or copyright date is accurate
9. Check mark symbol   Content does not include outdated material
10. Check mark symbol   Content is free of typographical and grammatical errors
11. Check mark symbol   Content provides links to other useful sites
12. Check mark symbol   Avoids the use of "Click here" when writing text for hyperlinks
13. Check mark symbol   Hyperlinks use a consistent set of colors to indicate visited/nonvisited status
14. Check mark symbol   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. ❏Check mark symbol   All internal hyperlinks work
2. ❏Check mark symbol   All external hyperlinks work
3. ❏Check mark symbol   All forms function as expected
4. ❏   No JavaScript errors are generated

**Accessibility**

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8. Check mark symbol   If graphics are used to convey meaning, the alternate text equivalent is provided
9. Check mark symbol   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. Check mark symbol   Use attributes designed to improve accessibility such as title when appropriate
12. Check mark symbol   Use the id and headers attributes to improve the accessibility of table data
13. Check mark symbol   Configure frames with frame titles and place meaningful content in the noframes area
14. Check mark symbol   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/)

**Background Information**

* URL: file:///C:/Users/donpa/Dropbox/web\_design/codes/3rdpage.html
* Target Audience: Everyone
* Purpose: To inform

**Page Layout**

1. Check mark symbol    Appealing to target audience
2. Check mark symbol   Consistent site header/logo
3. Check mark symbol    Consistent navigation area
4. Check mark symbol    Informative page title that includes the company/organization/site name
5. Check mark symbol    Page footer area includes copyright, last update, contact e-mail address
6. Check mark symbol   Good use of basic design principles: repetition, contrast, proximity, and alignment
7. Check mark symbol  Displays without horizontal scrolling at 1024×768 and higher resolutions
8. Check mark symbol    Balance of text/graphics/white space on page
9. Check mark symbol    Good contrast between text and background
10. Check mark symbol   Header and nav occupy less than ¼ to ⅓ of the browser at 1024×768 resolution
11. Check mark symbol    Home page has compelling, interesting information above the fold at 1024×768
12. Check mark symbol    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. Check mark symbol   Displays on popular/current versions of Internet Explorer
2. Check mark symbol   Displays on popular/current versions of Microsoft Edge
3. Check mark symbol   Displays on current versions of Firefox
4. Check mark symbol   Displays on current versions of Google Chrome
5. Check mark symbol   Displays on current versions of Opera
6. Check mark symbol   Displays on current versions of Safari (both Mac and Windows)
7. ❏   Displays on popular mobile devices (including tablets and smartphones)

**Navigation**

1. Check mark symbol   Main navigation links are clearly and consistently labeled
2. Check mark symbol   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. Check mark symbol   Navigation is structured in an unordered list
6. ❏   Navigation aids, such as site map, skip navigation link, or breadcrumbs are used
7. Check mark symbol   All navigation hyperlinks "work" — are not broken

**Color and Graphics**

1. Check mark symbol   Color scheme is limited to a maximum of three or four colors plus neutrals
2. Check mark symbol   Color is used consistently
3. Check mark symbol   Text color has [sufficient contrast](http://snook.ca/technical/colour_contrast/colour.html) with background color
4. Check mark symbol   Color is not used alone to convey meaning
5. Check mark symbol   Use of color and graphics enhances rather than distracts from the site
6. Check mark symbol   Graphics are optimized and do not significantly slow download
7. Check mark symbol   Each graphic used serves a clear purpose
8. Check mark symbol   Image tags use the alt attribute to configure an alternate text description
9. Check mark symbol   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. Check mark symbol   Common fonts such as Arial or Times New Roman are used
2. Check mark symbol   No more than one web font is used
3. Check mark symbol   Techniques of writing for the Web are used: headings, bullet points, brief paragraphs
4. Check mark symbol   Fonts, font sizes, and font colors are consistently used
5. Check mark symbol   Content provides meaningful, useful information
6. Check mark symbol   Content is organized in a consistent manner
7. Check mark symbol   Information is easy to find (minimal clicks)
8. Check mark symbol   Timeliness: The date of the last revision and/or copyright date is accurate
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10. Check mark symbol   Content is free of typographical and grammatical errors
11. Check mark symbol   Content provides links to other useful sites
12. Check mark symbol   Avoids the use of "Click here" when writing text for hyperlinks
13. Check mark symbol   Hyperlinks use a consistent set of colors to indicate visited/nonvisited status
14. Check mark symbol   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. ❏Check mark symbol   All internal hyperlinks work
2. ❏Check mark symbol   All external hyperlinks work
3. ❏Check mark symbol   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
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14. Check mark symbol   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/)

**Background Information**

* URL: file:///C:/Users/donpa/Dropbox/web\_design/codes/4thpage.html
* Target Audience: Everyone
* Purpose: To inform

**Page Layout**

1. Check mark symbol    Appealing to target audience
2. Check mark symbol   Consistent site header/logo
3. Check mark symbol    Consistent navigation area
4. Check mark symbol    Informative page title that includes the company/organization/site name
5. Check mark symbol    Page footer area includes copyright, last update, contact e-mail address
6. Check mark symbol   Good use of basic design principles: repetition, contrast, proximity, and alignment
7. Check mark symbol  Displays without horizontal scrolling at 1024×768 and higher resolutions
8. Check mark symbol    Balance of text/graphics/white space on page
9. Check mark symbol    Good contrast between text and background
10. Check mark symbol   Header and nav occupy less than ¼ to ⅓ of the browser at 1024×768 resolution
11. Check mark symbol    Home page has compelling, interesting information above the fold at 1024×768
12. Check mark symbol    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. Check mark symbol   Displays on popular/current versions of Internet Explorer
2. Check mark symbol   Displays on popular/current versions of Microsoft Edge
3. Check mark symbol   Displays on current versions of Firefox
4. Check mark symbol   Displays on current versions of Google Chrome
5. Check mark symbol   Displays on current versions of Opera
6. Check mark symbol   Displays on current versions of Safari (both Mac and Windows)
7. ❏   Displays on popular mobile devices (including tablets and smartphones)

**Navigation**

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6. ❏   Navigation aids, such as site map, skip navigation link, or breadcrumbs are used
7. Check mark symbol   All navigation hyperlinks "work" — are not broken

**Color and Graphics**

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

1. Check mark symbol   Common fonts such as Arial or Times New Roman are used
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5. Check mark symbol   Content provides meaningful, useful information
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8. Check mark symbol   Timeliness: The date of the last revision and/or copyright date is accurate
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11. Check mark symbol   Content provides links to other useful sites
12. Check mark symbol   Avoids the use of "Click here" when writing text for hyperlinks
13. Check mark symbol   Hyperlinks use a consistent set of colors to indicate visited/nonvisited status
14. Check mark symbol   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. ❏Check mark symbol   All internal hyperlinks work
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**Accessibility**

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**Background Information**

* URL: file:///C:/Users/donpa/Dropbox/web\_design/codes/5thpage.html
* Target Audience: Everyone
* Purpose: To inform

**Page Layout**

1. Check mark symbol    Appealing to target audience
2. Check mark symbol   Consistent site header/logo
3. Check mark symbol    Consistent navigation area
4. Check mark symbol    Informative page title that includes the company/organization/site name
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7. Check mark symbol   Image elements use the alt attribute to configure an alternate text description
8. Check mark symbol   If graphics are used to convey meaning, the alternate text equivalent is provided
9. Check mark symbol   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. Check mark symbol   Use attributes designed to improve accessibility such as title when appropriate
12. Check mark symbol   Use the id and headers attributes to improve the accessibility of table data
13. Check mark symbol   Configure frames with frame titles and place meaningful content in the noframes area
14. Check mark symbol   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/)

**Background Information**

* URL: file:///C:/Users/donpa/Dropbox/web\_design/codes/6thpage.html
* Target Audience: Everyone
* Purpose: To inform

**Page Layout**

1. Check mark symbol    Appealing to target audience
2. Check mark symbol   Consistent site header/logo
3. Check mark symbol    Consistent navigation area
4. Check mark symbol    Informative page title that includes the company/organization/site name
5. Check mark symbol    Page footer area includes copyright, last update, contact e-mail address
6. Check mark symbol   Good use of basic design principles: repetition, contrast, proximity, and alignment
7. Check mark symbol  Displays without horizontal scrolling at 1024×768 and higher resolutions
8. Check mark symbol    Balance of text/graphics/white space on page
9. Check mark symbol    Good contrast between text and background
10. Check mark symbol   Header and nav occupy less than ¼ to ⅓ of the browser at 1024×768 resolution
11. Check mark symbol    Home page has compelling, interesting information above the fold at 1024×768
12. Check mark symbol    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. Check mark symbol   Displays on popular/current versions of Internet Explorer
2. Check mark symbol   Displays on popular/current versions of Microsoft Edge
3. Check mark symbol   Displays on current versions of Firefox
4. Check mark symbol   Displays on current versions of Google Chrome
5. Check mark symbol   Displays on current versions of Opera
6. Check mark symbol   Displays on current versions of Safari (both Mac and Windows)
7. ❏   Displays on popular mobile devices (including tablets and smartphones)

**Navigation**

1. Check mark symbol   Main navigation links are clearly and consistently labeled
2. Check mark symbol   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. Check mark symbol   Navigation is structured in an unordered list
6. ❏   Navigation aids, such as site map, skip navigation link, or breadcrumbs are used
7. Check mark symbol   All navigation hyperlinks "work" — are not broken

**Color and Graphics**

1. Check mark symbol   Color scheme is limited to a maximum of three or four colors plus neutrals
2. Check mark symbol   Color is used consistently
3. Check mark symbol   Text color has [sufficient contrast](http://snook.ca/technical/colour_contrast/colour.html) with background color
4. Check mark symbol   Color is not used alone to convey meaning
5. Check mark symbol   Use of color and graphics enhances rather than distracts from the site
6. Check mark symbol   Graphics are optimized and do not significantly slow download
7. Check mark symbol   Each graphic used serves a clear purpose
8. Check mark symbol   Image tags use the alt attribute to configure an alternate text description
9. Check mark symbol   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. Check mark symbol   Common fonts such as Arial or Times New Roman are used
2. Check mark symbol   No more than one web font is used
3. Check mark symbol   Techniques of writing for the Web are used: headings, bullet points, brief paragraphs
4. Check mark symbol   Fonts, font sizes, and font colors are consistently used
5. Check mark symbol   Content provides meaningful, useful information
6. Check mark symbol   Content is organized in a consistent manner
7. Check mark symbol   Information is easy to find (minimal clicks)
8. Check mark symbol   Timeliness: The date of the last revision and/or copyright date is accurate
9. Check mark symbol   Content does not include outdated material
10. Check mark symbol   Content is free of typographical and grammatical errors
11. Check mark symbol   Content provides links to other useful sites
12. Check mark symbol   Avoids the use of "Click here" when writing text for hyperlinks
13. Check mark symbol   Hyperlinks use a consistent set of colors to indicate visited/nonvisited status
14. Check mark symbol   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. ❏Check mark symbol   All internal hyperlinks work
2. ❏Check mark symbol   All external hyperlinks work
3. ❏Check mark symbol   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. Check mark symbol   Navigation is structured in an unordered list
4. ❏   Navigation aids, such as site map, skip navigation link, or breadcrumbs are used
5. Check mark symbol   Color is not used alone to convey meaning
6. Check mark symbol   Text color has [sufficient contrast](http://snook.ca/technical/colour_contrast/colour.html) with background color
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