

- Section 1
1. Cross out *at least* 2 sections you think are unnecessary or unimportant for your applications.

2. Check *up to* 25 components you feel are most important to include in the first version of the design system.

3. Add a star by *up to* 5 important components that we should expect to spend extra effort getting right.

Visual Language

Basic look & feel

☆

☒

Color palette by category

☆

☒

Text hierarchy

☆

☒

Font weight varieties

☆

☒

Multiple typefaces

☆

☐

OS-specific fonts

☆

☐

Responsive text scaling

Icons

☆

☒

Icon set

☆

☒

Solid style

☆

☐

Outline style

☆

☐

Custom icons

Grid system

☆

☒

Horizontal layout grid

☆

☐

Baseline grid

Additional requirements

☆

☒

Responsive layout (breakpoints)

☆

☐

Print restyle

☆

☐

Multiple language support

☆

☐

Right-to-left languages

(e.g. Arabic, Hebrew)

☆

☐

Logographic languages

(e.g. Chinese, Japanese)

Page Layout

Common elements

☆

☒

Page header

☆

☒

Global navigation

☆

☐

Nav megamenu

☆

☐

Local navigation

☆

☐

Sidebar

☆

☐

Breadcrumbs

☆

☒

Page footer

Content containers

☆

☒

Panel

☆

☐

Card

☆

☒

Tabs

☆

☒

Accordion

☆

☐

Drawer

☆

☐

Tooltip

☆

☐

Ad space

☆

☒

Modal window

☆

☐

Full-width modal window

☆

☒

Message block

(Error, success, warning, info)

☆

☐

Grouped messaging

☆

☐

Toast message / notification

Content

Basic elements

☆

☒

Headers (H1-H4)

☆

☒

Paragraph

☆

☒

Text link

☆

☒

Bulleted list

☆

☒

Numbered list

☆

☐

Image

☆

☐

Video

☆

☒

Horizontal divider / rule

Additional text formats

☆

☐

Lead paragraph

☆

☐

Block quote / pull quote

☆

☐

Micro-copy

☆

☐

Legend

☆

☐

Caption

☆

☐

Footnote

☆

☐

Horizontal list

Content widgets

☆

☐

Hero masthead

☆

☐

Hero carousel

☆

☐

Custom call-to-action

☆

☐

Image gallery

☆

☐

Map

☆

☐

Status indicator

☆

☐

Badge / counter

☆

☐

Tag / chip / pill

☆

☐

☆

☐

☆

☐

Social + user-generated

☆

☐

Star ratings

☆

☐

Comments

☆

☐

Discussion

☆

☐

Product reviews

☆

☐

Live chat

☆

☐

User icons / avatars

☆

☐

☆

☐

☆

☐

Form Elements

Basic inputs

☆

☒

Text field & text area

☆

☒

Drop-down menu

☆

☒

Checkbox + label

☆

☒

Radio button + label

☆

☐

Multi-select

☆

☐

File upload

Field labels

☆

☒

Top-aligned

☆

☐

Right-aligned

☆

☐

Left-aligned

☆

☐

Floating

Buttons

☆

☒

Primary and secondary

☆

☐

Tertiary

☆

☐

Negative

☆

☐

Icon-only

☆

☐

Link button

☆

☐

Menu / split button

☆

☐

Floating action button

☆

☐

Navigation button

Modern form elements

☆

☐

Special-use text field

(e.g. phone, email, etc.)

☆

☐

Auto-complete text field

☆

☐

Formatted text area

☆

☒

Basic date picker

☆

☐

Slider

☆

☐

Switch

☆

☐

Icon toggle

☆

☐

Segmented toggle

☆

☒

Inline error message

☆

☐

Inline success message

Advanced

☆

☐

Natural language search

☆

☐

Complex auto-complete

☆

☐

Multi-value auto-complete

☆

☐

Date range picker

☆

☐

Date & time picker

☆

☐

Recurring date picker

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Drop-down menu with add option

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☐

Step flow

☆

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☆

☐

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Loading and Saving

Load behavior

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☐

Pull to refresh

☆

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Loading indicator, indeterminate

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☐

Loading indicator, determinate

☆

☐

Skeleton screens

☆

☐

Interstitial loading screen

☆

☐

Splash screen

Save behavior

☆

☒

Traditional submit button

☆

☒

Loading indicator on button

☆

☐

Automatic/instant save

☆

☐

Undo functionality

Data

Data visualization

☆

☐

Charts & graphs

☆

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☐

☆

☐

Map overlay

☆

☐

Chart interactivity

Special requirements

☆

☐

Effective-dated records

☆

☐

Import / Export

Lists and Grids

Types

☆

☐

Search results

☆

☐

Category page

☆

☐

Activity feed

☆

☐

Task list

☆

☐

Tree list

☆

☐

Tiles / thumbnails

☆

☐

Work queue

☆

☒

Data table

☆

☒

Empty result set

☆

☐

Alternative suggestion

Capabilities

☆

☐

Sort & filter

☆

☐

Custom query

☆

☐

Grouping

☆

☐

Drill-down

☆

☐

Preview item details

☆

☐

Drag to rearrange

☆

☐

Select/deselect all

☆

☐

Bulk actions

☆

☐

Add/edit in place

Pagination

☆

☒

Typical paging

☆

☐

Category paging

☆

☐

Manual page selection

☆

☒

Lazy load / infinite scroll

☆

☐

View all

Write-in

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Section 2

Check any considerations or points of additional complexity that will make the design system more challenging to deliver.

Considerations

Device(s)

- ☐ Mobile
- ☒ Tablet
- ☒ Desktop
 - ☐ Large screens
 - ☐ 4K
- ☐ Shared workstation
- ☐ Assistive technology
- ☐ Additional hardware capabilities
(Fingerprint sensor, accelerometer, etc.)
- ☐ Low bandwidth

Platform

- ☒ Modern web browser
- ☐ Native/web hybrid
- ☐ Native desktop app
 - ☐ Mac
 - ☐ Windows
- ☐ Native mobile app
 - ☐ iOS
 - ☐ Android
- ☐ Email templates

Additional Complexity

Visual

- ☐ Multiple themes
- ☐ White-labeling
- ☐ Legacy IE support
- ☐ Small versions of form elements
(for use in tables)
- ☐ Large versions of form elements
(for use in hero sections)
- ☐ Natural language forms

Behavior

- ☐ Live UI updates
- ☐ Simultaneous multi-user collaboration
- ☐ Offline availability
- ☐ Paste from MS Office

Section 3

Once the design system is complete, what supporting information and assets will your team need in order to use it effectively?

Knowledge Transfer

Design guidance

- ☐ Design principles
- ☐ Color contrast
- ☐ Color meaning
- ☐ Icon usage
- ☐ Icon alignment
- ☐ Redlines
- ☐ Photography style
- ☐ Accessibility
- ☐ Voice & Tone

Behavior guidance

- ☐ Paneling / transitions
- ☐ Loading, saving, and messaging conventions
- ☐ Advanced table interactions
- ☐ Delete / archive behavior

Element selection & usage

- ☐ Page layout
 - ☐ Headers & footers
 - ☐ Simple navigation
 - ☐ Deep navigation
 - ☐ Content containers
- ☐ Content elements
 - ☐ Primary text & media
 - ☐ Additional text formats
 - ☐ Content widgets
 - ☐ Social / user-generated
- ☐ Forms
 - ☐ Basic form layout
 - ☐ Specific form elements
- ☐ Lists and grids

Assets

- ☐ Downloadable Templates
 - ☐ Photoshop
 - ☐ Illustrator
 - ☐ Sketch
 - ☐ Axure
 - ☐ _____
- ☐ Code snippets
- ☐ Icons
- ☐ Fonts

Sample screen layouts

- ☐ _____
☐ _____
☐ _____
☐ _____

Internal PR and scaling

- ☐ About the program
 - ☐ Program branding
- ☐ Getting Started guide
- ☐ FAQs
- ☐ Library site
 - ☐ Give feedback
 - ☐ Request new components
 - ☐ Vote on components
 - ☐ Component comments
- ☐ Coding best practices
- ☐ Version history

Section 4

Identify all software products that may eventually need to utilize this design system, as well as any people it is important that we communicate with throughout the engagement.

Products

| Name | Value | # Users | Complexity | Platform(s) |
|------|-------|---------|------------|---------------------------|
| | | | | HTML, Windows, Linux, iOS |
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| | | | | HTML, Windows, Linux, iOS |
| | | | | HTML, Windows, Linux, iOS |
| | | | | HTML, Windows, Linux, iOS |
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| | | | | HTML, Windows, Linux, iOS |
| | | | | HTML, Windows, Linux, iOS |

People