# Acme Style Guide

The following are design guidelines for designing and developing applications for the Acme Insurance company:

1. All controls should have a descriptive label which ends in a colon, for example: First Name:

1. All Labels and input controls are to be left aligned with the same spacing between each related label and input control.

1. All input controls are to be grouped logically and placed in a group box, for example address details.

1. All buttons should either be along the bottom of the form or on the bottom left of the form.

1. Message boxes are to be in plain English and in standard windows style.
2. Tabbing is to be top to bottom, then from left to right across columns.
3. Colour scheme is to be the standard windows form colour scheme (grey background).