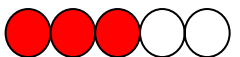


# **Chapter 13: Screen-based Controls (Widgets)**

# 13:1 Distinguish Required and Optional Data Entry Fields

Importance 

Evidence 

Sources: 4

(required) First name:

(required) Last name:

Company/Organization:

(required) Mailing Address:

(required) City:  State:

Zip Code

(required) Country:

(required) Phone(area code+number):

FAX (area code+number):

(required) E-mail:

Comments:

*A field with an asterisk (\*) before it is a required field.*

Prefix:

\* First Name:

\* Last Name:

\* Address:

\*City:

\*State:

\*Zip:

\*Email Address:

\*Phone Number:

# 13:2 Detect Errors Automatically

Importance 

Evidence 

Sources: 17

## Search Clinical Trials

Enter words or phrases, separated by commas:

[Tips](#)

**canser** was not found. Select an alternative below or change your query.

cancer  canter  canner  ganser  candler  carter



[Advanced Search](#) [Preferences](#) [Language Tools](#) [Search Tips](#)

[Web](#) [Images](#) [Groups](#) [Directory](#) [News](#)

Searched the web for **smithsonian**.

Did you mean: [smithsonian](#)

[リンク](#)

... **Smithsonian** Gem & Mineral Collection: スミソニアン博物館の  
宝石のコレクションページです。きれいな宝石やそ  
の ...

[www2s.biglobe.ne.jp/~e-mikuni/choukin/links.htm](http://www2s.biglobe.ne.jp/~e-mikuni/choukin/links.htm) - 4k - [Cached](#) - [Similar pages](#)

[Viajes Primera Clase - Panama](#) - [[Translate this page](#)]

... El famoso Instituto **Smithsonian** ha hecho de Panama su centro de estudios Tropicales

# 13:2 Detect Errors Automatically

Importance 

Evidence 

Sources: 17

◆ Please check your date. Type all dates Month/Day/Year using numerals or, to select a date from a calendar, click the **Calendar** button.

Departing: (MM/DD/YY)

2/31/04



Anytime

Returning: (MM/DD/YY)

3/3/2004



Anytime

# 13:3 Minimize User Data Entry

Importance   
Evidence 

Sources: 3

Step 1 of 4

BILLING ADDRESS		SHIPPING ADDRESS	
* E-mail:	<input type="text"/>	<input type="button" value="Copy from Billing"/>	<input type="button" value="Clear"/>
* First Name:	<input type="text"/>	* First Name:	<input type="text"/>
* Last Name:	<input type="text"/>	* Last Name:	<input type="text"/>
Company:	<input type="text"/>	Company:	<input type="text"/>
* Address:	<input type="text"/>	* Address:	<input type="text"/>
Address2:	<input type="text"/>	Address2:	<input type="text"/>
* City:	<input type="text"/>	* City:	<input type="text"/>
* State & Zip: USA only	<input type="text"/>	* State & Zip: USA only	<input type="text"/>
* Phone:	<input type="text"/>	* Phone:	<input type="text"/>

# 13:3 Minimize User Data Entry

Importance 

Evidence 

Sources: 3

**Existing Yahoo! users**  
Enter your ID and password to sign in

Yahoo! ID:

Password:


Remember my ID on this computer

Mode: Standard | [Secure](#)

[Sign-in help](#) [Password lookup](#)

# 13:4 Label Data Fields Clearly

Importance 

Evidence 

Sources: 2

Date Flag Needed by:

Prefix:

Firstname:

Lastname:



Flag flown for:

Address:

City:

**Each data entry field has an associated descriptive label.**

# 13:5 Put Labels Close to Entry Fields

Importance   
Evidence 

Sources: 4

Contact Information

**\* First Name**

**\*Last Name**

**\*Address:**

**\*City**  **\*State**  **\*Zip Code**

**Phone Number**

**\*Email Address**

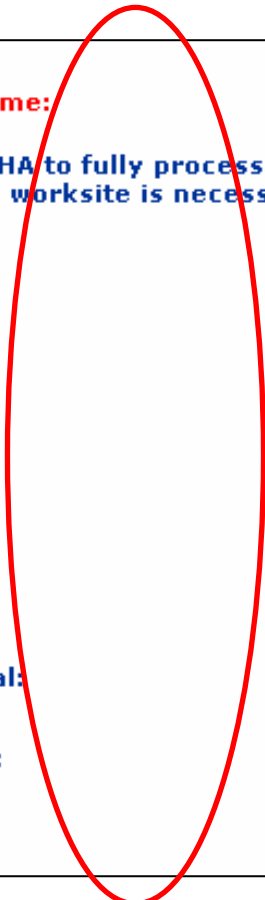
**Email Format:**  
 :Text  :HTML



# 13:5 Put Labels Close to Entry Fields

Importance   
Evidence 

Sources: 4



**\* 1. Establishment Name:**

**NOTE: In order for OSHA to fully process your complaint, complete and accurate information about the worksite is necessary.**

**\* 2. Site Street:**

**\* 3. Site City:**

**\* 4. Site State**

**\* 5. Site ZIP Code:**

**6. Mailing Address (if different):**


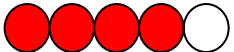
**7. Management Official:**

**8. Telephone Number:**

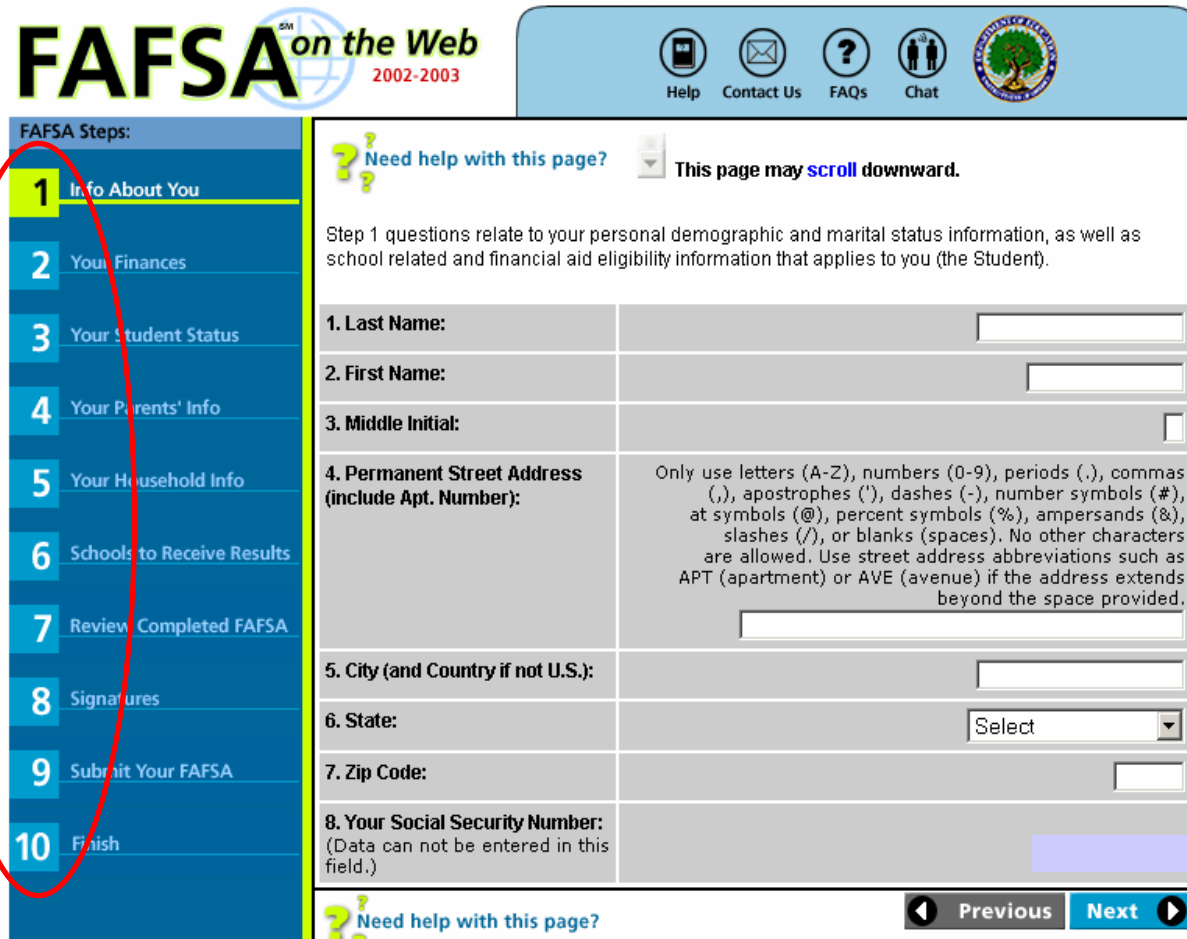
**9. Type of Business:**

# **Chapter 16: Content Organization**


# 16:1 Organize Information Clearly

Importance   
Evidence 

Sources: 18





**FAFSA** SM *on the Web*  
2002-2003

Help Contact Us FAQs Chat 





**FAFSA Steps:**

- 1 Info About You
- 2 Your Finances
- 3 Your Student Status
- 4 Your Parents' Info
- 5 Your Household Info
- 6 Schools to Receive Results
- 7 Review Completed FAFSA
- 8 Signatures
- 9 Submit Your FAFSA
- 10 Finish

 Need help with this page?  This page may scroll downward.

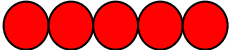
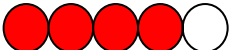
Step 1 questions relate to your personal demographic and marital status information, as well as school related and financial aid eligibility information that applies to you (the Student).

1. Last Name:	<input type="text"/>
2. First Name:	<input type="text"/>
3. Middle Initial:	<input type="text"/>
4. Permanent Street Address (include Apt. Number):	<p>Only use letters (A-Z), numbers (0-9), periods (.), commas (,), apostrophes ('), dashes (-), number symbols (#), at symbols (@), percent symbols (%), ampersands (&amp;), slashes (/), or blanks (spaces). No other characters are allowed. Use street address abbreviations such as APT (apartment) or AVE (avenue) if the address extends beyond the space provided.</p> <input type="text"/>
5. City (and Country if not U.S.):	<input type="text"/>
6. State:	<input type="text" value="Select"/>
7. Zip Code:	<input type="text"/>
8. Your Social Security Number: (Data can not be entered in this field.)	<input type="text"/>

 Need help with this page?  Previous  Next 

**This design clearly illustrates to the user the logical structure of the website, The structure is built on the user's needs – namely, completing a form in ten steps.**

# 16:1 Organize Information Clearly

Importance   
Evidence 

Sources: 18

## Common Cancers

- [Bladder Cancer](#)
- [Breast Cancer](#)
- [Colon Cancer](#)
- [Endometrial Cancer](#)
- [Head and Neck Cancer](#)
- [Leukemia](#)
- [Lung Cancer](#)
- [Melanoma](#)
- [Non-Hodgkins Lymphoma](#)
- [Ovarian Cancer](#)
- [Prostate Cancer](#)
- [Rectal Cancer](#)

## Childhood/Pediatric Cancers

- [Childhood Cancers Home Page](#)


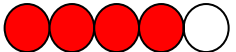
## Cancers by Body Location/System

- [AIDS-Related](#)
- [Bone](#)
- [Brain](#)
- [Breast](#)
- [Digestive/ Gastrointestinal](#)
- [Endocrine](#)
- [Eye](#)
- [Genitourinary](#)
- [Germ Cell](#)
- [Gynecologic](#)
- [Head and Neck](#)
- [Hematologic/Blood](#)
- [Leukemia](#)
- [Lung](#)
- [Lymphoma](#)
- [Musculoskeletal](#)
- [Neurologic](#)
- [Pregnancy and Cancer](#)
- [Respiratory/Thoracic](#)
- [Skin](#)
- [Unknown Primary](#)

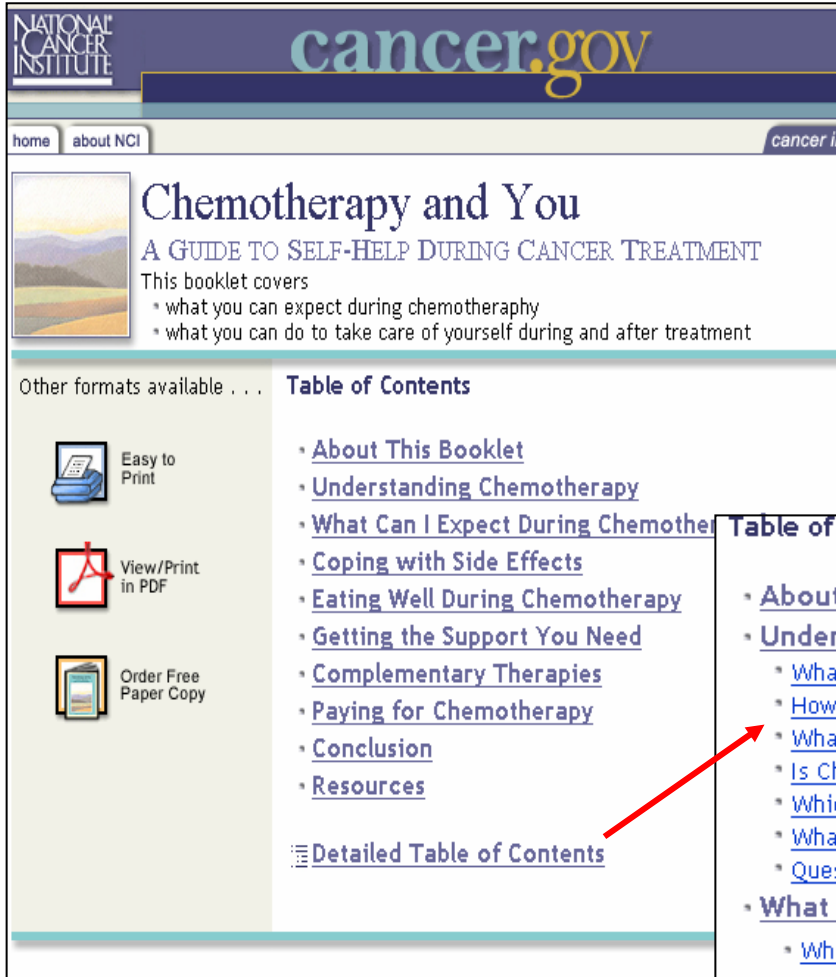
## Alphabetical List of Cancers

[A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#)

# 16:1 Organize Information Clearly

Importance   
Evidence 

Sources: 18



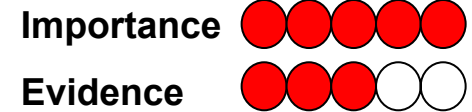
The screenshot shows the National Cancer Institute website. The main heading is "Chemotherapy and You" with the subtitle "A GUIDE TO SELF-HELP DURING CANCER TREATMENT". Below this, it states "This booklet covers" and lists two bullet points: "what you can expect during chemotherapy" and "what you can do to take care of yourself during and after treatment". On the left side, there are three options for the booklet: "Easy to Print" (with a printer icon), "View/Print in PDF" (with a PDF icon), and "Order Free Paper Copy" (with a booklet icon). On the right side, there is a "Table of Contents" section with a list of links: "About This Booklet", "Understanding Chemotherapy", "What Can I Expect During Chemotherapy", "Coping with Side Effects", "Eating Well During Chemotherapy", "Getting the Support You Need", "Complementary Therapies", "Paying for Chemotherapy", "Conclusion", and "Resources". At the bottom of this list is a link for "Detailed Table of Contents".



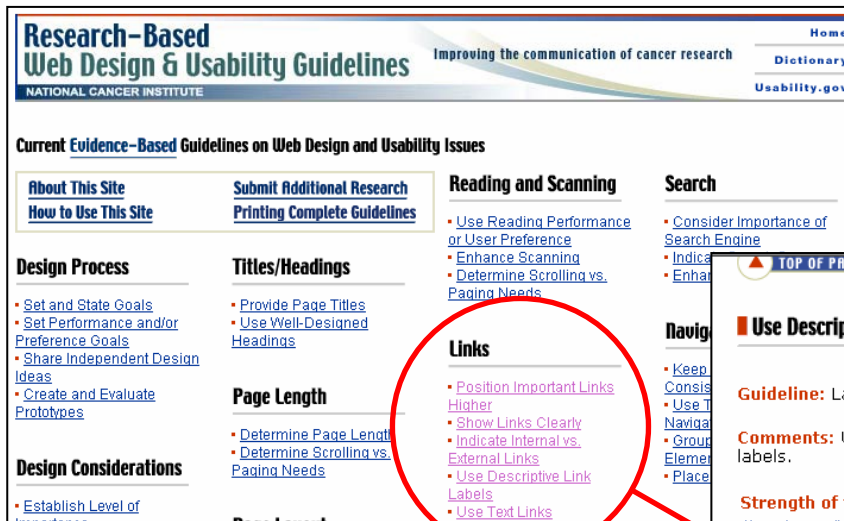
This block shows a detailed view of the "Table of Contents" from the screenshot. It lists the following sections and their sub-topics:

- [About This Booklet](#)
- [Understanding Chemotherapy](#)
  - [What Is Chemotherapy?](#)
  - [How Does Chemotherapy Work?](#)
  - [What Can Chemotherapy Do?](#)
  - [Is Chemotherapy Used With Other Treatments?](#)
  - [Which Drugs Are Given?](#)
  - [What About Clinical Trials?](#)
  - [Questions to Ask Your Doctor](#)
- [What Can I Expect During Chemotherapy?](#)
  - [Where Will I Get Chemotherapy?](#)
  - [How Often and for How Long Will I Get Chemotherapy?](#)
  - [How Is Chemotherapy Given?](#)
  - [How Will I Feel During Chemotherapy?](#)
  - [Can I Take Other Medicines While I Am Getting Chemotherapy?](#)

# 16:2 Put Critical Information Near the Top of the Website



Sources: 7



**Research-Based Web Design & Usability Guidelines**  
Improving the communication of cancer research  
NATIONAL CANCER INSTITUTE

Home  
Dictionary  
Usability.gov

Current Evidence-Based Guidelines on Web Design and Usability Issues

**About This Site**  
How to Use This Site

**Submit Additional Research**  
Printing Complete Guidelines

**Reading and Scanning**

- Use Reading Performance or User Preference
- Enhance Scanning
- Determine Scrolling vs. Paging Needs

**Search**

- Consider Importance of Search Engine
- Indicate
- Enhance

**Design Process**

- Set and State Goals
- Set Performance and/or Preference Goals
- Share Independent Design Ideas
- Create and Evaluate Prototypes

**Titles/Headings**

- Provide Page Titles
- Use Well-Designed Headings

**Page Length**

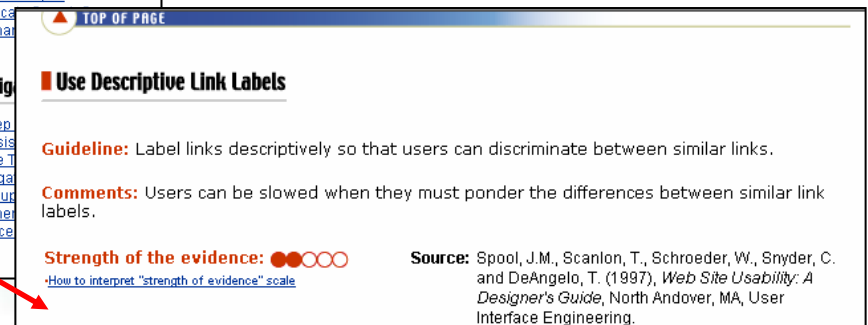
- Determine Page Length
- Determine Scrolling vs. Paging Needs

**Design Considerations**

- Establish Level of

**Links**

- Position Important Links Higher
- Show Links Clearly
- Indicate Internal vs. External Links
- Use Descriptive Link Labels
- Use Text Links




**TOP OF PAGE**

**Use Descriptive Link Labels**

**Guideline:** Label links descriptively so that users can discriminate between similar links.

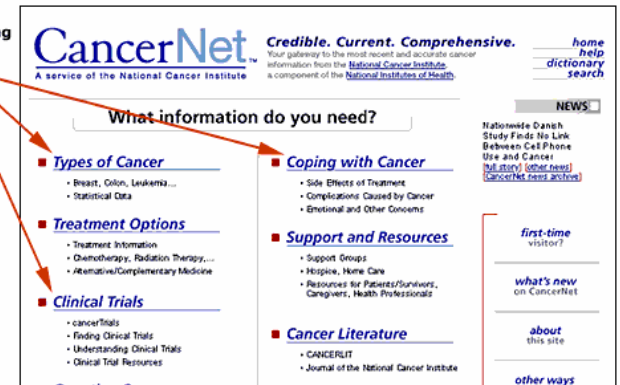
**Comments:** Users can be slowed when they must ponder the differences between similar link labels.

**Strength of the evidence:**  [How to interpret "strength of evidence" scale](#)

**Source:** Spool, J.M., Scanlon, T., Schroeder, W., Snyder, C. and DeAngelo, T. (1997), *Web Site Usability: A Designer's Guide*, North Andover, MA, User Interface Engineering.

## Example:

Link labels are clear and distinct, allowing users to distinguish paths quickly



**CancerNet** Credible. Current. Comprehensive.  
Your gateway to the most recent and accurate cancer information from the National Cancer Institute, a component of the National Institutes of Health.

home help dictionary search

NEWS

Nationwide Danish Study Finds No Link Between Cell Phone Use and Cancer Incidence (other news) (CancerNet news archive)

first-time visitor?

what's new on CancerNet


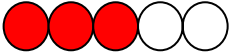
about this site

other ways

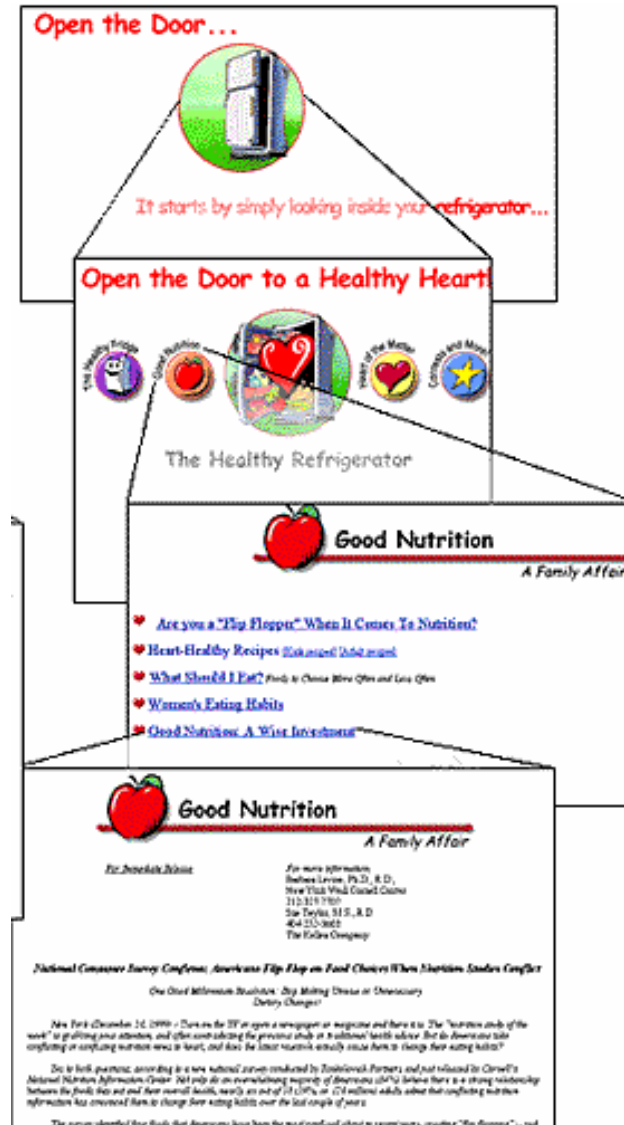
What information do you need?

- Types of Cancer**
  - Breast, Colon, Leukemia...
  - Statistical Data
- Treatment Options**
  - Treatment Information
  - Chemotherapy, Radiation Therapy,...
  - Alternative/Complementary Medicine
- Clinical Trials**
  - cancerTrials
  - Finding Clinical Trials
  - Understanding Clinical Trials
  - Clinical Trial Resources
- Genetics**
- Coping with Cancer**
  - Side Effects of Treatment
  - Complications Caused by Cancer
  - Emotional and Other Concerns
- Support and Resources**
  - Support Groups
  - Hospice, Home Care
  - Resources for Patients/Survivors, Caregivers, Health Professionals
- Cancer Literature**
  - CANCERLIT
  - Journal of the National Cancer Institute

# 16:2 Put Critical Information Near the Top of the Website

Importance   
 Evidence 

Sources: 7



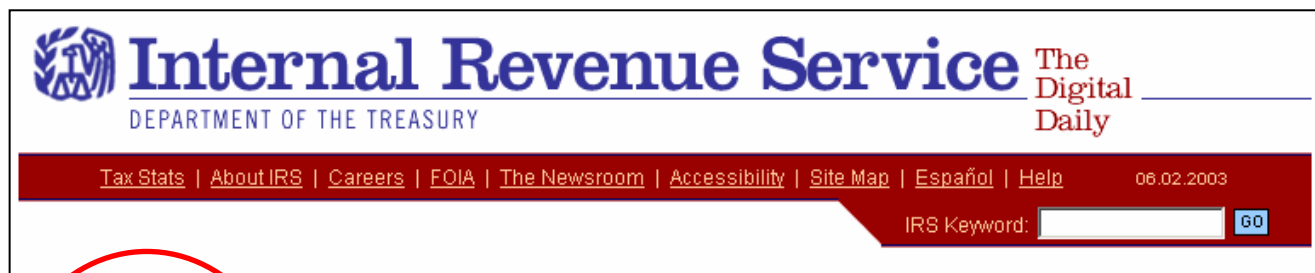
# **Chapter 17: Search**




# 17:1 Provide a Search Option on Each Page

Importance   
Evidence 

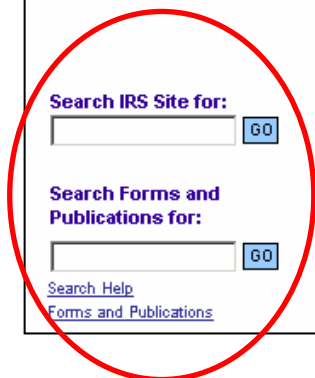
Sources: 7



 **Internal Revenue Service** The Digital Daily  
DEPARTMENT OF THE TREASURY

[Tax Stats](#) | [About IRS](#) | [Careers](#) | [FOIA](#) | [The Newsroom](#) | [Accessibility](#) | [Site Map](#) | [Español](#) | [Help](#) 06.02.2003

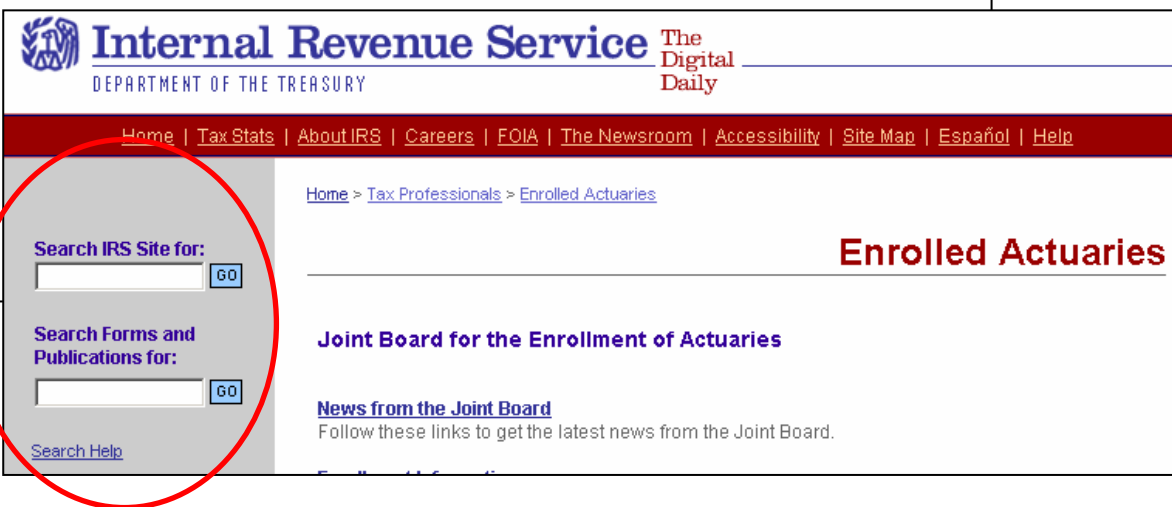
IRS Keyword:



**Search IRS Site for:**

**Search Forms and Publications for:**

[Search Help](#)  
[Forms and Publications](#)



 **Internal Revenue Service** The Digital Daily  
DEPARTMENT OF THE TREASURY

[Home](#) | [Tax Stats](#) | [About IRS](#) | [Careers](#) | [FOIA](#) | [The Newsroom](#) | [Accessibility](#) | [Site Map](#) | [Español](#) | [Help](#)



[Home](#) > [Tax Professionals](#) > [Enrolled Actuaries](#)

## Enrolled Actuaries

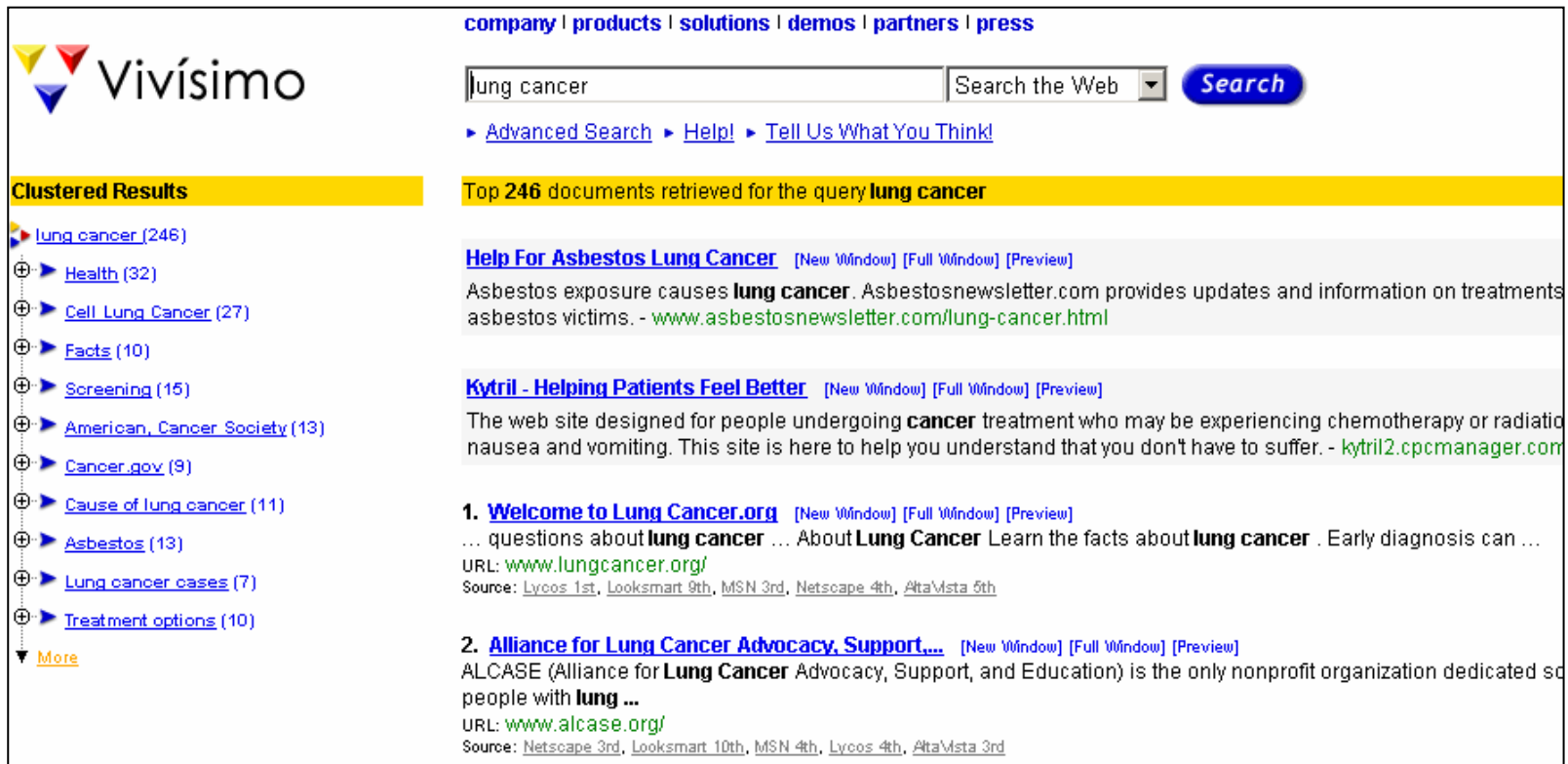
**Joint Board for the Enrollment of Actuaries**

**News from the Joint Board**  
Follow these links to get the latest news from the Joint Board.

# 17:2 Ensure Usable Search Results


Importance   
Evidence 

Sources: 7



The screenshot shows a search engine interface with the Vivísimo logo on the left. The search bar contains the text "lung cancer" and a "Search" button. Below the search bar are navigation links for "Advanced Search", "Help!", and "Tell Us What You Think!". The results are displayed in a list format with a yellow header "Top 246 documents retrieved for the query lung cancer". The first result is "Help For Asbestos Lung Cancer" with a preview snippet. The second result is "Kytril - Helping Patients Feel Better" with a preview snippet. The third result is "1. Welcome to Lung Cancer.org" with a preview snippet. The fourth result is "2. Alliance for Lung Cancer Advocacy, Support, and Education" with a preview snippet. On the left side, there is a "Clustered Results" section with a tree view showing categories like "Health (32)", "Cell Lung Cancer (27)", "Facts (10)", "Screening (15)", "American Cancer Society (13)", "Cancer.gov (9)", "Cause of lung cancer (11)", "Asbestos (13)", "Lung cancer cases (7)", and "Treatment options (10)".

**company** | **products** | **solutions** | **demos** | **partners** | **press**

  Search the Web

▶ [Advanced Search](#) ▶ [Help!](#) ▶ [Tell Us What You Think!](#)

**Clustered Results**

- ▶ [lung cancer](#) (246)
  - ▶ [Health](#) (32)
  - ▶ [Cell Lung Cancer](#) (27)
  - ▶ [Facts](#) (10)
  - ▶ [Screening](#) (15)
  - ▶ [American Cancer Society](#) (13)
  - ▶ [Cancer.gov](#) (9)
  - ▶ [Cause of lung cancer](#) (11)
  - ▶ [Asbestos](#) (13)
  - ▶ [Lung cancer cases](#) (7)
  - ▶ [Treatment options](#) (10)
  - ▶ [More](#)

**Top 246 documents retrieved for the query lung cancer**

[Help For Asbestos Lung Cancer](#) [New Window] [Full Window] [Preview]  
Asbestos exposure causes **lung cancer**. Asbestosnewsletter.com provides updates and information on treatments asbestos victims. - [www.asbestosnewsletter.com/lung-cancer.html](http://www.asbestosnewsletter.com/lung-cancer.html)

[Kytril - Helping Patients Feel Better](#) [New Window] [Full Window] [Preview]  
The web site designed for people undergoing **cancer** treatment who may be experiencing chemotherapy or radiation nausea and vomiting. This site is here to help you understand that you don't have to suffer. - [kytril2.cpcmanager.com](http://kytril2.cpcmanager.com)

**1. Welcome to Lung Cancer.org** [New Window] [Full Window] [Preview]  
... questions about **lung cancer** ... About **Lung Cancer** Learn the facts about **lung cancer** . Early diagnosis can ...  
URL: [www.lungcancer.org/](http://www.lungcancer.org/)  
Source: Lycos 1st, Looksmart 9th, MSN 3rd, Netscape 4th, AltaVista 5th


**2. Alliance for Lung Cancer Advocacy, Support, and Education** [New Window] [Full Window] [Preview]  
ALCASE (Alliance for **Lung Cancer** Advocacy, Support, and Education) is the only nonprofit organization dedicated to helping people with **lung** ...  
URL: [www.alcase.org/](http://www.alcase.org/)  
Source: Netscape 3rd, Looksmart 10th, MSN 4th, Lycos 4th, AltaVista 3rd








# 17:2 Ensure Usable Search Results

Importance 

Evidence 

Sources: 7

Displaying 1 to 10 of 120 Record(s) Next 

	PRODUCT NAME	PRICE	ORDER
	<a href="#">Echinacea - 400mg</a> <a href="#">100 cap</a> MotherNature.com Product # 95810	List: <del>\$9.95</del> Ours: \$8.96	<a href="#">Info</a> <a href="#">Buy</a>
	<a href="#">Echinacea/Goldenseal</a> <a href="#">1 oz</a> Gaia Herbs Product # 70550	List: <del>\$37.04</del> Ours: \$14.82	<a href="#">Info</a> <a href="#">Buy</a>
	<a href="#">Echinacea with Vitamin C</a> <a href="#">100 cap</a> Nature's Herbs Product # 79823	List: <del>\$9.99</del> Ours: \$8.99	<a href="#">Info</a> <a href="#">Buy</a>
	<a href="#">Echinacea</a> <a href="#">250 cap</a> Nature's Herbs Product # 79829	List: <del>\$21.99</del> Ours: \$19.79	<a href="#">Info</a> <a href="#">Buy</a>
	<a href="#">Elderberry, Echinacea &amp; Goldenseal</a> <a href="#">100 cap</a> Nature's Herbs Product # 79930	List: <del>\$14.99</del> Ours: \$13.49	<a href="#">Info</a> Out of Stock
	<a href="#">Echinacea - Goldenseal</a> <a href="#">100 cap</a> Nature's Herbs Product # 80107	List: <del>\$14.99</del> Ours: \$13.49	<a href="#">Info</a> <a href="#">Buy</a>
	<a href="#">Echinacea Root &amp; Leaf</a> <a href="#">100 cap</a> Nature's Herbs	List: <del>\$10.39</del>	<a href="#">Info</a>

# 17:3 Allow Simple Searches

Importance 

Evidence 

Sources: 7



Search for:

Search

Help

To search the GPO Web Site, enter terms in the box above. (Present configuration confines search to only the files resident on this site. It does not search *GPO Access* databases resident on other GPO servers.)

# 17:3 Allow Simple Searches

Importance 

Evidence 

Sources: 7

## Search the Archives



### Maryland State Archives


350 Rowe Boulevard  
Annapolis, MD 21401  
MD toll free (800) 235-4045 or (410) 260-6400  
fax: (410) 974-3895

email: [archives@mdarchives.state.md.us](mailto:archives@mdarchives.state.md.us)

web site: <http://mdsa.net>

No tables version

**TIP:** use quotation marks around proper names and multiple word searches, e.g., "confiscated british property", "John H. Johnson". Remember that proper names can be on the website with or without the middle initial.

 Click on this icon for a description of the search.

 <a href="#">Search Archives' website using Infoseek</a>	 <a href="#">Search the Archives website using HTDIG</a>	 <a href="#">Search the Archives website using Google™</a>	 <a href="#">Search the Maryland Manual Online</a>	 <a href="#">Search the Archives of Maryland Online</a>
 <a href="#">Search Special Collections</a>	 <a href="#">Search for Biographical Information</a>	 <a href="#">Search the Government Publications Database</a>	 <a href="#">Search the Archives' Library</a>	 <a href="#">Search Maryland Electronic Capital (MEC)</a>