**USER INTERFACE DESIGN CHECKLIST**

The user interface, or the appearance and layout of an e-learning course, is the point at which the learner engages in the course. Navigational elements contribute to the interface and how a learner moves through the course environment (Wayfinding). In an online environment, the instructional materials are your learners’ first impression of your course. The easier it is for them to navigate your course online, the more they can focus on the content and the learning experience.

<table>
<thead>
<tr>
<th>Design Element</th>
<th>Recommendations</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEXT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Font sizes     | • Use colors and font sizes consistently throughout a course. | Practicum in Adult Gerontology Acute Care V  
This final clinical practicum completes a series of clinical rotations requiring students to perform as a member of a clinical team. Students have a variety of specific roles assigned to them, including the evaluation and management of patients, and participation in team-based educational opportunities. Clinical conferences will focus on student case presentations for diagnostic reasoning and clinical intervention. Course activities include a core case journal club and discussions of selected practice scenarios.   
Getting Started   
• Read and print the Course syllabus.  
• Visit the Course Materials for week-by-week activities.  

  - The full title of the course is listed (Heading 1)  
  - Course description is taken from the course catalog (Body Copy)  
  - Getting Started Heading (Heading 2)  
  - Meet Your Faculty Heading (Heading 2)  
  - Image is included on the home page and image source is sited. |
| OVERVIEW PAGE  |                 |          |
| COURSE BODY    | • Body text is left justified (Normal Style)  
• Limit the use of bold and italicized text. |          |
### SECTION HEADINGS
- Format section headings using the column properties feature.
- Font size and style is formatting automatically.

### ITEM DESCRIPTION
- Format link descriptions using the Item Description box located Edit Text box control.
- Font size and style is formatting automatically.

### White Space
- Text and graphics are balanced with a use of adequate white.

White space is the space that appears between elements in any composition. White space reminds us that it’s not necessary to cram a screen with text and graphics to get a message across.

**Top Reasons to Use White Space**
1. Simple layouts keep learners engaged.
2. White space boosts readability and guides readers’ eyes.
3. It helps eLearners feel at ease.
<table>
<thead>
<tr>
<th><strong>Bold Faced Fonts</strong></th>
<th>Bold faced fonts are used sparingly to emphasize a word or phrase.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Capps and Underlining</strong></td>
<td>ALL CAPITAL LETTERS and underlining is limited to selective words or short phrases.</td>
</tr>
<tr>
<td><strong>Animated Text</strong></td>
<td>Blinking text or repetitive animations are present in the course.</td>
</tr>
</tbody>
</table>

4) White space can increase learner comprehension.
5) It draws attention.
6) It makes layouts balanced and harmonious.
7) Reduces clutter
8) Make a great first impression

### READABILITY

- Large blocks of text are broken up to make to scanning easier for the student.
- For contrast, black text is used on a white background.
- Text is chunked into short paragraphs with no more than four sentences.
- Use margins around your text blocks, and additional spacing between lines so that students know where one paragraph ends and the next begins.
- Type that is left-aligned to make reading.
- Body text is one size, and one size only. Go larger on subheads, and larger still in headers. This alerts the learner to when a new topic or subtopic is being developed. Ideal sizes for effective eLearning courses are 18 point for headers, 14 for subheads, and 11 or 12 for body text.


<table>
<thead>
<tr>
<th>HYPERLINKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• DO NOT use blue to highlight text that is NOT a hyperlink. (The color blue is used to indicate a hyperlink only)</td>
</tr>
<tr>
<td>• Use standard Add Content Links to configure most hyperlinks with Course Materials.</td>
</tr>
</tbody>
</table>

![Add Content Links](image)
Limit the number of colors on each page to no more than three.

**Uses of Color in eLearning**

1. Use color to direct attention
2. Use strong colors strategically
3. Improve readability with color
4. Enhance eLearning and improve comprehension
5. Use colors based on their meanings
6. Choose the right color combinations

### Sakai Section Colors

- Use the column properties feature in Sakai to add color to a section.

### IMAGES

#### Relevancy

- Images are relevant to the course and content and have been compressed and re-sized.
- Learner are provided context for why the image is important or relevant.
- Images are not used as decorations.

- [https://elearningindustry.com/graphics-elearning-from-a-to-z](https://elearningindustry.com/graphics-elearning-from-a-to-z)

#### Placement

- Do not place graphics in the bottom right corner of the screen.
- Contiguity principle says, “Placing text near graphics improves learning”. So the graphic, and the text explaining it, must be placed close to each other as it helps the learner in easy analysis of the content.

## Pattern and Repetition
- Organize content to improve scanning by using heading to
- Give learners visual cues so they can easily follow the flow of your course
- Use repetitive elements like bold, underline, bullets and numbering to improve information scanning.
- By repeating something like the underlined text, the learner intuitively knows that those things are related.

## Multimedia
### Relevancy
- Choose video and multimedia resources that are relevant to the learning objectives.

### Narration
- Transcript is provided for narrated materials (OM Standard)
- Narration is clear and easy to understand.