

# Web Standards

## HFI's consensus-driven approach to standards is quick and effective

How can we quickly create consistency across our Web Sites?

How can we employ a consensus-building process to effectively develop and implement a Web standard?

### What we do

- › **Define** the types of standards you need
- › **Get commitment** for follow through on the standardization process
- › **Get 7-12 volunteers** for committee membership from key opinion leaders
- › **Gather data:** users, task flow, work environment, Web development tools, corporate strategy, etc.
- › **Define page templates** that cover 85% of the Web pages that will be created - menu, browser, create-review-update-delete (CRUD), graphic drilldown, form
- › **Draft an actual case** for each Web page
- › **Work with the committee** to refine the standard page types
- › **Draft the standards document** around the examples
- › **Add general chapters:** widget selection, standard icons, color, error handling
- › **Review** the standards document with the committee and iterate
- › **Distribute** the book for wider review and iterate
- › **Implement** the standard

### Includes

- › Standard Web page templates
- › Universal elements for every page type
- › General presentation rules, including fonts, capitalization, and color
- › Operational component, including interface controls, standard image maps
- › Navigation rules

### Benefits

- › Consensus driven approach
- › FAST - we can complete in three to four months
- › Experience - we have built over 150 interface design standards
- › Templates easy to use - developers learn by copying

### Deliverables

Hard copy, plus Word file. Online document is also available.

