The Ultimate UI Checklist for Enterprise Applications

KORU

Introduction

“If we want users to like our software, we should **design it to behave like a likable person:** respectful, generous, and helpful.”

- Alan Cooper

With almost a decade of designing enterprise applications behind us, we understand the level of detailing and finesse required to transform something that complex into a product that truly helps the users and the business.

This comprehensive UI checklist is the fruit of our labor. It is a handy tool for everyone who is involved with the creation of software to cross-check and gauge if they're on the right track, and what to do if they're not.

We've divided this checklist into 5 factors - Accessibility, Navigation, Content, Forms, and Components & Layouts - to help you conduct a thoroughly-refined check on your product. Also included is a list of best practices under each factor, just so you know you're doing it right.

Factor 1

Accessibility

Accessibility means that the application is usable for everyone.

- ✓ Is there a clear contrast between background and text?
- ✓ Is the text easy to read in terms of font and spacing?
- ✓ Is the page aligned with a grid, and all headlines and texts followed this grid?
- ✓ Are the theme guidelines followed properly overall in the application?
- ✓ Is the logo clearly visible and recognizable?
- ✓ Can interactive elements be recognized within 5 seconds?

Factor 1

Accessibility

Accessibility means that the application is usable for everyone.

Koru Recommends

- Ensure ample contrast between foreground and background.
- Make use of variations like icons and font sizes to convey information, not just color.
- Make use of interactive elements that can be easily identified. Be consistent with navigation options.
- Use clearly associated labels with form elements.
- Provide easily identifiable feedback.
- Create designs for different viewport sizes.
- Include image and media alternatives.
- Ensure that there are controls for content that starts automatically.

Factor 2

Navigation

Helping user's journey through the application with meaningful elements that are easy to click

- ✓ Is the main navigation clearly visible and recognizable?
- ✓ Are related items on the menu grouped together and visually separated by line or space?
- ✓ Does the text in the menu clearly describe where the menu will navigate to?
- ✓ Are all links consistent across the application? (e.g. If a link is used as text with hyperlink in a primary color)
- ✓ Does the screen title identify the information in the current window or display the item name of the command button that invoked the window?
- ✓ Are buttons well-defined to indicate primary actions and secondary actions?
- ✓ Is the navigation consistent on every page?
- ✓ Are navigation standards followed?

Factor 2

Navigation

Helping user's journey through the application with meaningful elements that are easy to click

Koru Recommends

- Clearly label and signpost your navigation.
- Keep the number of menu selections limited.
- Follow mental models to organize the navigation.
- Keep the Search function easy to find.
- Ensure easy access to the homepage/dashboard/profile page.

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Factor 3

Content

Content is more important for solving user's problems

- ✓ Does the heading clearly indicate what the content is about?
- ✓ Has consistency in typography been maintained in the content in terms of font sizes, weight, and opacity?
- ✓ Is the content split into different individual paragraphs assuming users won't be reading everything?
- ✓ Is the content written in simple terms that users would easily understand?
- ✓ Is the wording and terminology straightforward?
- ✓ Is the content correct without any spelling or grammatical errors?
- ✓ Is help provided for the screen and all of its tasks?
- ✓ Is the information presented in the order that the user needs it?
- ✓ Is the number of fonts used less than two in the overall application?

Factor 3

Content

Content is more important for solving user's problems

Koru Recommends

- → Ensure simple phrasing in the right order, without jargon.
- → Use the right visuals - icons/images with text.
- → Follow the 'show, don't tell' principle.
- → Important copy should be clearly visible.
- → Provide Alt info for images.
- → Include success and error messages.

Note File Modifica Formato Vista Finestra Aiuto
SOGNI
A volte i sogni ci fanno soffrire ,
Ma è da quelli che prendiamo la forza ,
Per lottare contro un mondo crudele ,
pieno di guerre e di malvagità .
When everything seems lost
we feel powerless and fragile
With these injustices that make us weak.
Tell me that you will stay with me
(Quando tutto sembra perduto
ci sentiamo impotenti e fragili
Con queste ingiustizie che ci rendono deboli.)
E sono questi i momenti ,
che ci danno la grinta ,la speranza in un futuro migliore.
In cui vivremo i nostri sogni .
Perché (sfumato)
Perché è questo il nostro mondo.
Dove ogni sogno diventa realtà .
Siamo pronti a morire , per questa passione che ci legherà per tutta l'eternità io e te.
There are no obstacles that cannot be overcome.
we live by limits, which we create ourselves.
because the world is also this.
Siamo solo noi, i piloti di questo viaggio,
dove la metà sembra irraggiungibile,
ma insieme tutto diventerà facile
e questo sogno diventerà realtà .
because we are warriors,
and nothing and nobody will stop us
we are a force of nature
stronger than any wickedness.

Factor 4

Forms

Forms are often considered to be the last and most important stage of the journey to the completion of goals

- ✓ Is the form is divided into well-defined groups? (E.g. demographics)
- ✓ Is there a placeholder or hint to the input fields?
- ✓ Is there a validation for fields (E.g. the phone number field should not permit inout of text)
- ✓ Is there a success or error message?
- ✓ Is there a confirmation message displayed for any kind of update and delete operation?
- ✓ Is the user able to perform all operations by using the keyboard?
- ✓ Do error messages include guidance as to what constitutes a correct entry?
- ✓ Are optional and mandatory fields marked clearly on the screen?
- ✓ Are all field sizes appropriate to handle all values?
- ✓ Are there visual clues distinguishing disabled fields from active ones?
- ✓ Are default values provided in fields wherever appropriate?

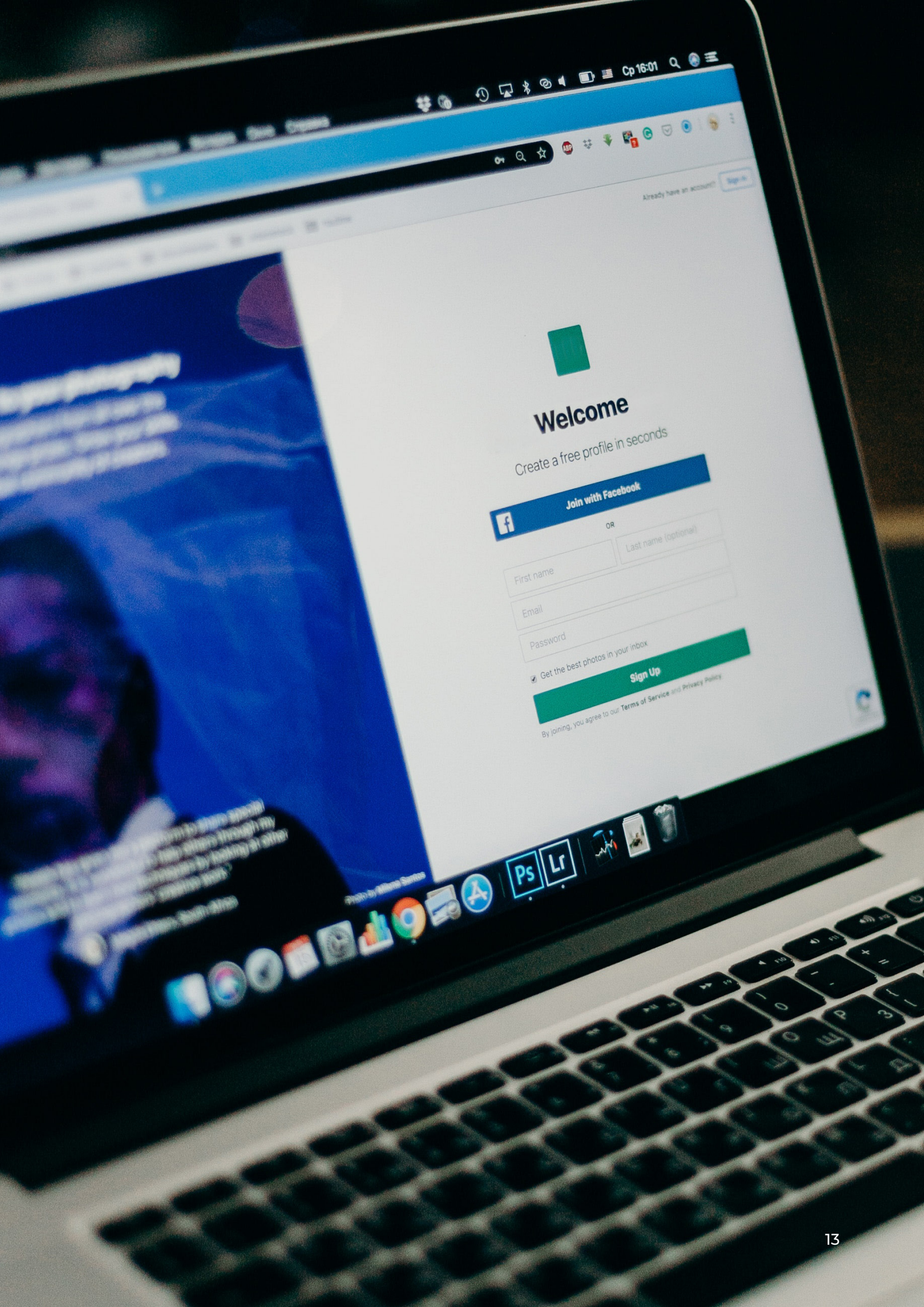
Factor 4

Forms

Forms are often considered to be the last and most important stage of the journey to the completion of goals

Koru Recommends

- → Remove all non-essential fields.
- → Use conditional logic to limit the form.
- → Group related fields together.
- → Aim at limiting number of clicks needed to complete it.
- → Use smart defaults.
- → Provide justification if collecting sensitive information.
- → Always display a field label.
- → Limit input field size as per anticipated data.
- → Use high contrast in call to action buttons.


Welcome
Create a free profile in seconds
Join with Facebook
OR
First name
Last name (optional)
Email
Password
Get the best photos in your inbox
Sign Up
By joining, you agree to our Terms of Service and Privacy Policy

Factor 5

Component & Layout

Forms need to be usable in order to help the user achieve that goal

- ✓ Is the correct window type used (e.g., primary window, dialog box, property sheet)?
- ✓ Is a progress indicator provided during long tasks to show the entire duration of the operation?
- ✓ Is related information grouped together?
- ✓ Does the layout help focus attention on what to do next?
- ✓ Is the most imortant information presented above the fold?
- ✓ Does every page feature a consistent layout?
- ✓ Do all widths, margins, and paddings match the specifications?

Factor 5

Component & Layout

Forms need to be usable in order to help the user achieve that goal

Koru Recommends

- Be consistent with the usage of components and layouts.
- Preset the hierarchy of text styles.
- Keep iconography consistent.
- Prepare a UI Kit, or follow the existing one.

Colors
Text styles
Application Guidelines
Widget Templates
Component Library

About Koru UX Design

Koru is an award-winning User Experience (UX) design agency specializing in enterprise applications.

We partner with a range of companies from SaaS products to enterprise applications to help them increase the ROI from their products through our expertise in UX. Our team of passion-driven professionals has successfully designed and delivered over 450 projects across industries and geographies.

We believe that people deserve to love their jobs. The users of enterprise applications and products want flexible, intuitive, and easy-to-adopt software that helps them do their job better. However, many current applications do not offer that experience. Our undertaking for being an enterprise UX design company is infusing a user-centric approach to these systems to manifest the boons of the information age.

Today, our reach spans 8 million users across the USA with our solutions built for healthcare, finance, telecom, manufacturing, and travel. In 2021, our Integrated Telehealth Solution design was recognized with iF Design Award for User Interface design and A' Design Award (Silver) 2021 for Interaction design. To enquire how we can work together to designing better products, email us at sales@koruux.com

Here to help!

We hope this checklist proved helpful to you. In case you need to get your product reviewed from a neutral perspective in the form of an audit, or avail UX-UI training in the form of workshops, feel free to reach out to us using the contact details below -

sales@koruux.com