

Notes from the Navigation Sub-committee of the UW Web Advisory Committee

October 29, 2007

Present:

Mary Lynn Benninger, Sarah Forgrave, Jason Greatrex, Isaac Morland, Megan McDermott, Terry Stewart (chair).

1. Administration:

- 1.1. Welcome Megan McDermott to the group.
- 1.2. The group decided to try to meet one more time before next committee of the whole.
- 1.3. It was decided that the first three tasks could be addressed in parallel now and needed to be addressed before the last two tasks.
- 1.4. Action items are listed below.

2. Mandate:

- 2.1. With respect to mandate, there was some discussion on item 2.2.1. The committee will make some recommendations on what navigation looks like but wanted to avoid getting into too much detail, e.g., color or position on page, etc.

3. Navigation Methods:

- 3.1. As a start the group tried to delineate the various forms of navigation that could be used. It's important to have some consistency when examining other web sites. Sarah mentioned that she had a spreadsheet from a previous project and would distribute via email. (Action item 5.1)
- 3.2. The list of Methods (*Note: I tried to find an example of each*)
 - 3.2.1. Vertical Menu. E.g., <http://www.uwaterloo.ca/>
 - 3.2.2. Horizontal Menu. E.g., <http://www.anniversary.uwaterloo.ca/>
 - 3.2.3. Popup menus
 - 3.2.4. Breadcrumbs. E.g.,
<http://ist.uwaterloo.ca/security/vulnerable/20070801.shtml>
 - 3.2.5. Site map. E.g.,
<http://www.careerservices.uwaterloo.ca/SiteMap.asp>
 - 3.2.6. Search engine E.g.,
<http://www.grad.uwaterloo.ca/Scholarships/index.asp>
 - 3.2.7. Drop-down Form with/without "GO" button. E.g.,
http://www.stcsig.org/usability/newsletter/0201_gobutton.html
 - 3.2.8. Index tabs E.g., <http://www.continentalbinder.com/indextab.html>
 - 3.2.9. Image maps E.g.,
<http://www.gamesmuseum.uwaterloo.ca/VirtualExhibits/Brueghel/imgmap.html>
 - 3.2.10. Graphic buttons. Eg, <http://www.optometry.uwaterloo.ca/>
 - 3.2.11. Flyout menus

4. Other Random Items (that we don't want to forget):

- 4.1. Communication amongst UW Web maintainers – how do we know when links change, avoiding changing file names, and redirects when it is necessary.
- 4.2. Training for the web;
- 4.3. tooltips v. alt tags – best practices. What is a good alt tag.
- 4.4. Government Regulations/Guidelines as they relate to navigation. (Action Item 5.2)
- 4.5. Toolbox with recommended ways of accomplishing navigation methods?

5. Action Items

- 5.1. Sarah to email spreadsheet from previous project with navigation methods.
- 5.2. Megan to review regulations and guidelines wrt navigation
- 5.3. Megan to review navigation description in current CLF
- 5.4. Megan to forward URL for "Award winning sites"
- 5.5. Isaac, Sarah, Terry to review of current navigation practices at UW
- 5.6. All to review navigation practices at other institutions:
 - 5.6.1. Canadian Universities – Megan
 - 5.6.2. Other Universities – Jason
 - 5.6.3. Big Tech Sites – Sarah
 - 5.6.4. Industry – Mary Lynn