

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

October 9, 2007

Present:

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

1. Administration:

1.1. The group decided to meet regularly (every two weeks was proposed) on Wednesday at 10:30 am. Bookit will be used to schedule meetings.

2. Discussion of Mandate:

2.1. The mandate as proposed by Paul Snyder was presented as:

"Developing a common strategy for Web site navigation is critical to achieving consistency and usability. Unfortunately, the UW CLF is incomplete and a variety of navigation techniques are being used."

2.2. There was considerable discussion on what should be included (or not included) in the mandate. The following is a brief summary of the discussion, in no particular order of importance:

2.2.1. It was agreed that we should be concerned with what navigation is provided – not necessarily what it looks like.

2.2.2. Navigation items should include: links within the body that are there for the purpose of navigation, links in headers and footers, site maps as well as the obvious left- and right-hand navigation structures.

2.2.3. Navigation for administrative apps also falls into the committee mandate, recognizing that it may not always be possible or desirable that these conform;

2.2.4. It was agreed to try to come up with a list of attributes about a navigation link that should be conveyed to the user. E.g., does a link open in new window or tab? Is it a PDF or Doc? How big is it? Will authentication be required? Etc.

2.2.5. It was agreed to try to come up with a list of technologies that can be used for navigation and make recommendations on their appropriateness. This led to a discussion of a "Toolbox" of navigation items.

2.2.6. A discussion of content management systems, portals and intranets is relevant to navigation and will be discussed.

2.2.7. It was recognized that a search function is an important part of navigation but it was felt that this was a big topic. The group recommends a new committee could be struck to investigate the search function.

- 2.2.8. Web 3.0 apps, such as Second Life, were discussed. It was decided that it was premature to be discussing navigation for such but not premature for the UW Web Advisory Committee to be discussing their place.
- 2.2.9. The question was raised as to who were are designing for: internal, external, etc. This lead to a discussion of an "intranet" for UW.
- 2.2.10. One question the Committee had with respect to scope was whether the Colleges and Affiliates (e.g., St. Jerome's, Grebel, etc.) should be part of the mandate. If so, perhaps representation would be advantageous.

3. Discussion of Tasks:

- 3.1. The task as originally stated were discussed, it was agreed to add two tasks to the list, so the task list now looks like:
 - 3.1.1. *review the navigation description in the current CLF documentation*
 - 3.1.2. *review the current navigation practices throughout the UW domain, esp. with respect to identifying where and why the CLF is not being adhered to*
 - 3.1.3. *review the navigation practices in place at other institutions (what can we 'borrow', what should we avoid, etc.)*
 - 3.1.4. *identify areas in which the description needs to be enhanced*
 - 3.1.5. *develop a set of recommendations for enhancements in the CLF navigation*