UN WEBSITE QUALITY REVIEW
A pre-launch checklist

Once the work flow is followed, which we are all aware of, and once the site is ready for launching, the following should be checked:

Language Bar:

Check that:

1. All 6 languages are listed in the English Alphabetical order.
   (Arabic, Chinese, English, French, Russian, Spanish)
2. Links on the language bar are active and do link to the corresponding language site.
3. Language bar appears on the home page only.

Footer section:

Check that:

1. The footer reflects the current year.
2. Footer language follows the standard text:
   Website development: UN Web Services Section | Department of Public Information, United Nations © 2008

Accessibility:

Check that:

1. The website meets all accessibility requirements (for html and css validation use Firefox developer tool)
- Colors and contrasts are clear enough
- Cross browser compatibility has been validated. (IE 7.x, 6.x, 5.x and Firefox 2.x.)
- Acronyms have been elaborated on.
- Images have alt tags.
- Tables are not used for layout

(Further questions can be addressed to Fanny)

Main Navigation Bar:

Check that:

1. Links are functioning and link to relevant pages.
2. Hovering works on all items.
3. Selecting item affects its look (e.g. color, font, etc.).
4. Links to sticky pages open in a separate window.
5. Links to pdfs are specified i.e (Poster-pdf).
6. Navigation bar has the following text in the bottom (Please note that all PDF documents are marked as such and will open in a new browser window.)
7. There are no extra spaces in navigation items.

Content:

Check that

1. All links appearing in the content are working.
2. Material on the site has been updated and reflects the latest version.
3. All content in website has been printed out, proofread, and corrected, for: typos, grammar, tense, etc.
4. Ordered List items and nested list items are properly numbered.
5. Unsorted lists are properly displayed across web browsers and versions (IE 7.x, 6.x, 5.x and Firefox 2.x)

Databases:

Check that

1. Data doesn't take too long to load (no more than 10 seconds).
2. Loaded data doesn't have wild characters.
3. Loaded data is relevant.
4. Dates are relevant.

Printing:

Check that

1. The site prints properly (color contrast, font size etc)
2. Website prints correctly in IE 7.x, 6.x, 5.x and Firefox 2.x).

Miscellaneous:

Check that

1. Website is linked properly from the outside (if a new website replaces an existing website, there is a redirect to the new website).
2. Content in meta tags in code is valid.
3. Page title is correct.
4. Tables have a summary
5. Spell check has been run on content (using Word) before populating the site.
6. Images quality is good