

UI Checklist

FOR DASHBOARD DESIGN

TEXT



Simple Dashboard Title

identifies objective • uses multiple lines where necessary • obvious but not heavy



Descriptive Title Above Chart

adds context and/or instructions • great location for legends



Annotations and Subtitles Provide Additional Information

help narrate your story



Text Size Is Hierarchical and Readable

consistent sizing • important elements catch attention first • labels are horizontal

LAYOUT



Axes Are Accurate

start at zero • numbers are right-aligned



Logical Chart Placement

important information top-left • nothing needs to be huge, and everything needs space



Graphics Are Placed Sparingly

don't detract from purpose • use transparent graphics when possible

GENERAL



Accessibility

intentional color • use of effective iconography



Intentional or Non-Existent Lines/Borders

are you distracted by any dividing lines? • utilize to divide groups of content



Chart Adds Value to Story

consider integrating text to help tell your story if chart needs to stand on its own



Comparisons Are Made

relevant filters available • reference the past