

ISO 9241-12:1998-12 (E)

Ergonomic requirements for office work with visual display terminals (VDTs) - Part 12: Presentation of information

Contents		Page
1	Scope	1
2	Normative references	1
3	Definitions	2
4.1	Characteristics of presented information	7
4.2	Applying the recommendations	8
4.3	Evaluation of products	8
5	Organization of information	8
5.1	Location of information	8
5.2	Appropriateness of windows	8
5.3	Recommendations for windows	9
5.4	Areas	10
5.5	Input/output area	11
5.6	Groups	11
5.7	Lists	13
5.8	Tables	15
5.9	Labels	16
5.10	Fields	17
6	Graphical objects	18
6.1	General recommendations for graphical objects	18
6.2	Cursors and pointers	18
7	Coding techniques	19
7.1	General recommendations for codes	19
7.2	Alphanumeric coding	21
7.3	Abbreviations for alphanumeric codes	21
7.4	Graphical coding	21
7.5	Colour coding	22
7.6	Markers	24
7.7	Other coding techniques	24
Annex A (informative) Sample procedure for assessing applicability and adherence		26
Annex B (informative) Bibliography		46