# Designing engaging forms (Sample)









A Yu Centrik design reference book

© 2017 Yu Centrik All rights reserved Please don't reproduce this material by any means, respect the love we put into it. We aim to update this book on a yearly basis.

Written by Joëlle Stemp, Ignacio Calvo, Dave Lewis Additional contributions from Annemarie Lesage, Hugues Belaib, Andrea Marie Portugal

Yu Centrik Montréal, QC, Canada yucentrik.ca

# Table of contents

	Foreword	5
1	The big picture	7
	The importance of f	
	Form objectives	11
	User-centered design	
	Context of use	14
2	Design principles	15
	A conversation	17
	Personality & tone	19
	Two Gestalt principle	
	Content & visual hier	rarchy 22
	Contrast & colour	24
3	Characteristics	26
	Form types & forma	ts 28
	Anatomy	29
	Layout & devices	30
	Mobile interaction	33
	Tabular information	36
	Localisation	37

#### 4 Process design

48

75

Form length41Onboarding & engagement43Instructions45Task progression46Surveys47

## **5** Entering data

Guidelines 50 Alignment & flow 52 Labels 53 Text fields 62 Field validation 64 Error management 65 Other form elements 68 Automatic data capture 74

#### 6 Interactive components

CAPTCHA & security questions77Legal terms79Action buttons80Help84Geolocalisation & optimisation86

Conclusion	87
References	88
About Yu Centrik	92

## A conversation



Forms are a conversation in the business-user relationship.

You can think of the information you're asking the user as questions, and the information they provide as the answers.

There are four aspects of the relationship to keep in mind when designing this conversation:

- **Trust** For better engagement, ask as few questions as possible at the beginning of the form
  - Explain why the organisation needs certain information
  - Avoid questions that are too intrusive

VOIKSWAGEN PI Owner Privilege Pro	
Which of the following inte	erest you?
Baseball	
Basketball	
Cycling	
Tennis	
Fitness training	
Football	
Golf	
Yoga	
Skiing/snowboarding	
Soccer	
Hockey	
)ther	
Which of the following inte you pursue?	erests do
Bars / nightclubs	
Theatre	

From a usability test: "I don't want to indicate my interests.... It's too personal and I don't want to waste my time doing it on this small screen."



Company Name

- **Ethics** Never trick people into giving up information
  - Don't pre-check boxes for opt-in features or to accept policies

rcan	e a new team	
ur email ado	lress	
you@exan	nple.com	
	It's ok to send me (very occasional) email about the Slack service.	
	Next →	

Effort & Cost
Verify that the information you're asking for is not already known by your organisation (and pre-fill these fields)
Avoid too many security questions that leave users confused and exhausted
Avoid redundancy: Don't ask the same question multiple times
Reward
Clearly state the benefit of filling-out the form

Password

18