GENERAL SCREEN AND SCREEN TYPE SPECIFICATIONS
General Programming Specifications for MCBS Facility Component

BASIC SCREEN LAYOUT :

Screen Layout	Design Specifications
General Layout	1. Background Color: Light Yellow 2. Each screen follows a general sequence: • Case ID and (CURRENT DATE) Line • Context Header • Interviewer Instructions • Question Text • Interviewer Instructions • Response Categories
Context Header	1. Background Color: Light Yellow 2. Text Color: Royal Blue 3. Font Style & Size: Arial, 13 px, 4. Display text for the context header is specified at the item level.
Interviewer Instructions	1. Color: Royal Blue 2. Font Style & Size: Arial, 14 px, All CAPS 3. Also apply interviewer instruction color and font size to instructions embedded within the question text.
Question Text and Probes	1. Color: Bold Black 2. Font Style & Size: Arial, 15 px, mixed case 3. Also apply question text color and font size to probes embedded in interviewer instructions.
Response Categories	1. Text Categories that are NOT Read: • Color: Black • Font Style & Size: Arial, 13 px, All CAPS 2. Text Categories that ARE Read: • Color: Black, Bold • Font Style & Size: Arial, 15 px, mixed case – include punctuation
Long Lists	1. Smaller font for long lists is optional in order to prevent scrolling (9 px is absolute smallest font size should go) 2. Allow program to wrap and make even columns unless otherwise specified at the item level 3. Avoid scrolling whenever possible
Fills	1. Date fills should have a default where the date is spelled out.

0

Screen Layout	Design Specifications
Color (Summary)	1. Background – Light Yellow 2. Question – Bold Black 3. Interviewer. Instructions – Royal Blue 4. Answer Categories – Black, no bold 5. Context Header – Royal Blue
Font (summary)	1. Question Text – 15 px; mixed case 2. Interviewer Instructions – 15 px; All Caps 3. Answer Categories – 13 px 4. Error Messages – 11 px 5. Context Header – 15 px 6. Font style – Arial or Tahoma

NUMERIC ITEMS (see Figure 6):

Design Specifications
1. Basic screen layout
2. Allowable ranges for numeric items are specified at the item level. If a number entered is outside a soft range, then display the following error message: "UNLIKELY RESPONSE. VERIFY AND REENTER. ENTRY NOT IN RANGE." The interviewer must reenter the data.
3. If a numeric entry requires a decimal, then display a mask so the interviewer does not have to enter a decimal.
4. Comma(s) should automatically be inserted in the thousands, millions, etc. place (e.g., 1,000,000,000.00)
5. The text for labels is specified at the item level.

DOLLAR ITEMS:

Design Specifications
1. Basic screen layout.
2. See Numeric specification
3. If number of dollars and cents are collected as one field, then display a mask of "$. " in bold black.
4. If only number of dollars (i.e., no cents) is collected as one field, then display a mask of "$ .00" in bold black.

DATE ITEMS:

Design Specifications
1. Basic screen layout. See Numeric specification
2. The default layout for date items is 3 fields. • Month: numeric entry allowing 2 digits; zero fill NOT required. • Day: numeric entry allowing 2 digits; zero fill NOT required. • Year: numeric entry allowing 2 digits.

TEXT ITEMS:

Design Specifications
1. Basic screen layout 2. Single or multiple fields of a set amount of text (generally not more than 1 line, or about 65 characters). Multiple fields should be displayed vertically, as specified at the item level.

ADDRESS ITEMS:

Design Specifications

1. Basic Screen Layout.
 	
2. Default: 5 entry fields – street address (1), street address (2), city, state, and zip.
 	
    • Street address (1) – text entry field that allows 65 characters.
    • Street address (2) – text entry field that allows 65 characters.
    • City – text entry field that allows 35 characters.
    • State – text entry field that allows 2 characters.
    • Zip – numeric entry field that allows 5 numbers.
 	
3. Address items may be combined with a text field(s) for person names and phone number fields.
 	
4. Function:
 	
    • Only Street Address (2) may remain blank. All other fields must have an entry.
    • Previously collected address information may be displayed in the address fields for editing.

LIST ITEMS:

Design Specifications
1. Basic Screen Layout 2. Definition: Multiple items with same question stem presented on same screen. Entry field is numeric 3. General Function: • Question "leaves" should each be prefaced with a letter identifier. • Question "leaves" default is single columns.   For example: Would you say that you often, sometimes or never do the following?   a.   Borrow money to pay for prescribed medicines. b. Skip doses of medicine to make a prescription last longer. c. Cut doses of medicine to make a prescription last longer.   Where 1= Often, 2=Sometimes, 3=Never

OTHER SPECIFY:

Design Specifications
1. General Function: • It should always appear last in the list of response choices. • Once OTHER is selected (checked or radio button highlighted), the field should be enabled. • The entry field should appear below the OTHER response category – as room on the screen allows. • As with other text entry fields, the allowable space for the entry field should provide a visual cue as to the amount of characters allowed.