**MCOM 341 QA Checklist**

**Name of project’s creator:**

**Name of checker:**

**Please check project thoroughly in at least one browser (preferably Chrome or Firefox) and then do a spot check in at least one other browser and on a smartphone.**

**Check to be sure ALL photos have been resized. Right-click and Open in new tab. If image appears larger in new tab, it still needs to be resized.**

**index page**

\_\_ File is named index.html and located in the **mcom341/project** folder.

\_\_ Page can be opened from the Final Project link on the online syllabus.

\_\_ At top of page is a logo that includes the name or topic of your site. Logo should link to your index.html file.

\_\_ Page includes site navigation to your home page, subpages and media page – in that order. Links should have descriptive names (not, for example SUBPAGE 1). **TEST ALL LINKS.**

\_\_\_ Text must include working links to each subpage.

\_\_ At the bottom of the page, your contact and copyright information.

\_\_ Page has a unique page title.

**subpage 1**

\_\_  File is named subpage1.html and located in the mcom341/project folder.

\_\_ Page must have one or visual element.

\_\_ At top of page is a banner that includes the name or topic of your site.

\_\_ Page includes site navigation to your home page, subpages and media page – in that order. Links should have descriptive names (not, for example SUBPAGE 1). **TEST ALL LINKS.**

\_\_ At the bottom of the page, your contact and copyright information.

\_\_ Page has a unique page title.

\_\_\_ Page must have at least two working external links.

**subpage 2**

\_\_ File is named subpage2.html and located in the mcom341/project folder.

\_\_ Page must have one or more visual element.

\_\_ At top of page is a banner that includes the name or topic of your site.

\_\_ Page includes site navigation to your home page, subpages and media page – in that order. Links should have descriptive names (not, for example SUBPAGE 1). **TEST ALL LINKS.**

\_\_ At the bottom of the page, your contact and copyright information.

\_\_ Page has a unique page title.

\_\_\_ Page must have at least two working external links.

**Do the same check for subpage3.html and/or media.html**

**Logo: Is name clearly stated and readable? Are there graphic elements?**

**Multimedia (two from category 1 and one from category 2):**

1. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: Meets requirements on syllabus?**
2. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: Meets requirements on syllabus?**
3. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: Meets requirements on syllabus?**