Content audit discovery: component

recommendations

By Mia Allers, Rebecca Cottrell — 18 August 2022

This document sets out to group and record design elements that can be made consistent across GOV.UK.

Once we have notes on grouping and refinements, we can begin to consider how to incorporate all elements into a standardised template. This exploration will be done in order to consider ways of reducing the number of templates and elements needed to serve content on the site, making iteration and maintenance easier.

Related documents

Work in progress Figma

Useful links

- GOV.UK browser extension (allows you to view components)
- GOV.UK component library
- GOV.UK Design System
- Content audit show and tell deck

General inconsistencies

- Not all pages have 'print' buttons
- 'Print' and 'email alert' buttons could have consistent lock-ups, probably don't need to be repeated at the top and bottom of the page
- 'Metadata' component sometimes stretches across the full width, sometimes across two-thirds
- 'Print' and 'email alerts' are repeated at the top and bottom of the pages they appear on

Desktop layout versus mobile layout

- We've recently seen a shift in how our users engage with GOV.UK. It's now the case that roughly 60% of visits are made using a mobile device.
- This means our focus needs to be on improving the mobile experience

 Publishers have expressed a desire for paginated chapters for long form content (such as guidance). This would allow for shorter pages — this could be a good thing on mobile, where users may have to scroll through ultra-long content before seeing necessary related links

Metadata and top of page information

Element		Doc type	Notes
From: Descriment for Work and President Published 10 October 2011 Get emails about this page This was published under the 2010 to 2015 Conservative a coallition government	nd Liberal Democrat	Impact assessment	Full width notice for change of government https://www.gov.uk/government/ publications/universal-credit-bud geting-advances-impact-assess ment
From: Environment Agency and Flood and Co: Management Research and Development Pro Published 1 March 2021 Last updated 10 December 2021 — See all updated	gramme		Metadata spacing is a bit wonky: 'published and updated' should sit closer together, because they are grouped
Category: Policy, governance and funding Topics: Flood risk assessment, Spatial pland planning, Understanding physical proproject status: Completed Project code: FRS18204 Date of completion: 25 November 2021	anning, Strategy		The blue boxes of 'metadata' — can be improved by having the headings/ labels above the metadata content, instead of on the same line. Easier to read/ scan
Border with weird spacir Videos for practitioners assessing children's development at the end of the early years foundation stage (EYFS). From: Department for Education Published 6 October 2021	ng:		Sometimes the content area has a top border, sometimes it doesn't. The 'related links' in the sidebar are meant to sit in alignment with this border, so it is needed on all
Chapter 1: curriculum and the EYFS Profile under the new EYFS A summary of the reforms and the new expectations for early years curriculum and assessment by Susie Owen, Director of Early Years and Childcare (DfE), and Phil Minns, Specialist Adviser, Early Years and Primary (Ofsted). Curriculum and the EYFS Profile under the new EYFS No border:	Related content EYES learning and development requirements; seemotions for stroiders Early vears foundation stage; exemotification materials National curriculum assessments; serriy wars foundation stage; 2020 early vears foundation stage; assessment and reporting arrangements; (ARA)		this border, so it is needed on all pages. Why this matters: some research done on Step by Step noted that users noticed the related links more consistently (on desktop) when they were aligned with the



From: Cabinet Office
Published 15 December 2020
Last updated 6 December 2021—See all undates

A Get emails about this page

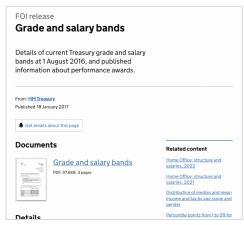
This consultation has concluded

Related content
Transforming Public
Plosarement
Office design companies fined over £7m for his did rights
Government Commercial

Metadata replaces border



No border:



No border:



(govspeak) content area of the page

Proposed release: 28 July 2016 9:30am Cancellation date: 1 July 2016 1:31pm			Metadata with notice attached from here
Statistics release cancelled This publication has been stopped after user cor limited engagement. Please note this decision w of any statistics, which will continue to be availal source. A note, to be published on 28 July 2016, toward the data for each indicator. Please conta QualityOfLife@ons.gsi.gov.uk if you have any qu	ill not result in the loss ble from their original will signpost users ct us on		
Funds: Open Countries: Afghanistan, Bangladesh, Coneo (Democratic Republic), Ethiopia, Ghana, India, Kenya, Kryyzxtan, Liberia, Malawi, Mozambioue, Myanmar, Nenal, Miyaria, Pakistan, Rwanda, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Talikistan, Enanzala, Lyanak, Yemen, Zambia, Zimbalawe Sector Agriculture, Climate change, Disabilities, Education, Empowerment and accountability, Education, Empowerment and accountability, Livelibods, Provides sector (Paluciuses, Bessel Technology, Water and sanitation Eligible organisations: Nongos), UK-based one profit organisations, UK-based small and disabora or granisations. Companies, Local government, Educational Institutions, Organisations based in Love to Middle Income Countries (MIG) Value of funding, £100,001to £500,000,£500,001to £1,000,000. Hore than £1,000,000 Contents Overview Holes to apply What the fund will schieve Contacts	Related content The SSHAI Innovation Fund for Climate Resilience and Adactation Climate Resilience (CLARE) programme Small Charities Challenge Fund (SCCP) Health service delivery and resilience in the content of patients washer counts Girls' Education Challenge	international_d evelopment_fu nd	Example of elements not working well together from here

- Propose a design for a consistent metadata box with support for variants
- Start with a content outline
- Create consistent layout rule for where related links sit in relation to the govspeak content (on desktop; on mobile related links go to the bottom)

Page buttons

Element	Doc type	Notes
♣ Get emails about this page		Get emails about this page button, shown at top and bottom of content
Print this page		Print this page button, shown at the end of content on manuals

Share this page	Share buttons
Facebook Twitter	

- Should all pages have these buttons? Why do some pages have them and others don't?
- These need to always sit in the same place on every page, and they should be 'locked up' nicely

Attachments and change notes

Element	Doc type	Notes
Documents Page Making flexible working the default PDF, 465 KB, 57 pages	Publication	PDF attachment, No 'request accessible format' link
Green Paper: Transforming public procurement PDF, 509 KB, 82 pages This file may not be suitable for users of assistive technology. Request an accessible format.	Publication	PDF attachment, 'Request accessible format' link with warning
Coronavirus (COVID-19) passenger privacy notice html	Publication	HTML 'attachment'
Change notes Published 15 November 2013 Last updated 6 April 2021 ** show all updates	Publication	Change notes Example: https://www.gov.uk/government/ publications/points-based-syste m-student-route

Unique components

Element	Doc type	Notes
This product name is currently under consideration for registration as a UK Geographical Indication product specification Wiltshire Cured Ham, Wiltshire Cured Bacon, Wiltshire Cured Gammon		https://www.gov.uk/protected-fo od-drink-names/english-whisky (no logo) https://www.gov.uk/protected-fo od-drink-names/welsh-leeks (logo)

Contents lists

https://components.publishing.service.gov.uk/component-guide/layout_for_public

The contents lists are automatically generated by the H2s in the content.

We've got several kinds of contents lists:

- 1 level lists
- 2 level lists
- Numbered lists

The placement of contents lists is not always consistent. On Mainstream Guides, they sit directly below the H1. In Whitehall content types, they sit below the metadata and just above the content. This should be made consistent.

Contents lists on HTML publications sit to the left of the content on desktop view.

Element	Doc type	Notes
Contents How much will be paid Where to use this option Where this option cannot be used How this option will benefit the environment Aims Prohibited activities Recommended management Keeping records Additional guidance and advice — How to choose a site — How to establish — Legumes — Herbs — Integrated Pest Management (IPM) Further information	Specialist document (countryside_st ewardship_gran t)	Two level content list that uses bold for the first level, and indented for the second level Sits below the metadata
Contents Expert Medicals — Case closure — Investigation update Dante Labs — Undertakings accepted Investigation Launch Contacts	CMA case	2 level contents list Sits below the metadata

Contents Sign in to HMRC online Problems signing in Register for HMRC on Sign in to HMR Once you've register personal or business	ne services RC online services ed, you can sign in for things like your tax account. Self Assessment.	Related content HMRC service availability and issues Customs Declaration Service	[Mainstream guide]	1 level list, sits above where metadata would normally sit (there is no metadata on this content type, but the placement of the contents could still match the rest of the content types
A-Z list tha	n example somew at is also numbere oublication]			
nationa Published 16 May	al action plan 2022	,	HTML publication	2 level list in a slightly smaller column than the traditional 1/3rd column
Contents Tackling antimicrobial resistance 2019 to 2024: commitment change process Delivery of the UK's 5-year national action plan Summary of changes 1. Existing efforts 2. Reducing need for and unintentional exposure to antimicrobials 3. Optimising use of antimicrobials 4. Investing in innovation, supply	Tackling antimicrobi 2019 to 2024: comm change process This addendum sets out changes to the antimicrobial resistance 2019 to 2024: action plan. The national action plan is in these changes were required to make th more specific, measurable, achievable (SMART) reflect lessons learned from the coror reflect progress that has already been reduce antibiotic prescribing in food-p	commitments in Tackling the UK's 5-year national is third year of delivery and e commitments: e, realistic and time-bound navirus (COVID-19) pandemic imade against ambittons to		Previous investigation found that the HTML publications don't adhere to the same layout grid in order to accommodate slightly larger graphics

- Generally I think having different styles isn't a problem, but
- Would be good to ensure the contents always sit in the same place on the page (source order)

Metadata

https://components.publishing.service.gov.uk/component-guide/metadata

These blue boxes from Specialist documents could be improved and we need to make sure their placement on the page is always consistent.

The text wrapping and the labels sitting on the same line as the data make scanning these very difficult.

The blue background is harsh and makes it unpleasant to read.

We need to decide whether this kind of information should sit closer to the content of the page, or closer to the metadata component.

Element	Doc type	Notes
		Metadata block https://components.publishi ng.service.gov.uk/compone nt-guide/metadata
Grant type: <u>Option</u> Land use: <u>Air</u> quality, <u>Grassland</u> , <u>Uplands</u> , <u>Pollinators</u> and wildlife Tiers or standalone items: <u>Higher Tier</u> , <u>Mid Tier</u> , <u>Offer</u> ; <u>Lowland Grazing</u> , <u>Offer</u> ; <u>Mixed Farming</u> Funding (per unit per year): <u>£301 to £400</u>	Specialist document (countryside_st ewardship_gran t)	'Metadata' type information
Case type: <u>Consumer enforcement</u> Case state: <u>Closed</u> Market sector: <u>Recreation and leisure</u> Opened: 3 September 2021	CMA case	
Category: Ad hoc research Original publisher: Bank of England Research area: Financial services, Future connectivity and internet, Technology Research topic: Data and Al, Digital currencies, Digital economy, Digital transformation, Distributed ledger technology, Internet usage and attitudes Research publish date: 7 June 2021	DRCF digital markets research (specialist_doc ument)	
Therapeutic area: <u>Infectious disease</u> , <u>Ophthalmology</u>	Drug safety update (specialist_doc	

	1	
	ument)	
Category: Maternity Rights and Parental Leave, Sex Discrimination, Transfer of Undertakings, Unfair Dismissal Landmark: Not landmark Decision date: 1 December 2021	Employment appeal tribunal decision (specialist_doc ument)	
Funds: Open Countries: Afghanistan, Bangladesh, Congo (Democratic Republic), Ethiopia, Ghana, India, Kenya, Kyrgyzstan, Liberia, Malawi, Mozambique, Myanmar, Nepal, Nigeria, Pakistan, Rwanda, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Tajikistan, Tanzania, Uganda, Yemen, Zambia, Zimbabwe Sector: Agriculture, Climate change, Disabilities, Education, Empowerment and accountability, Environment, Girls and women, Health, Inno Kon, Livelihoods, Private sector/business, Resea Technology, Water and sanitation Eligible organisations: Non-governmental organisations (NGOs), UK-based non-profit organisations, UK-based small and diaspora organisations, Companies, Local government, Educational institutions, Organisations based in Low to Middle Income Countries (LMIC) Value of funding: £100.001 to £500.000, £500.001 to £1.000.000, More than £1,000.000	international_de velopment_fun d	https://www.gov.uk/internat onal-development-funding/ global-innovation-fund
Published 17 April 2020 Last updated 14 May 2020 <u>+ show all updates</u>	World_news_st ory and written_stateme nt	Two examples of publishing dates: one with a border and link to version history, the other without
Whilst public health is a devolved matter, the government works closely with the devolved administrations on any changes to international travel and aims to ensure a whole UK approach.		
Published 19 November 2021		
	1	i

- Improve the readability and usability of specialist metadata
- Consolidate/ merge the different publishing date components
- Create a consistent lock up with the publishing date, publishing metadata and specialist metadata
- In the longer term: get measurement of specialist metadata on a backlog to figure out if anyone actually uses it?
 - If it's being used it needs to be improved: the links will be unusable on mobile due to the tiny touch targets

Banners, notices

https://components.publishing.service.gov.uk/component-guide/notice https://components.publishing.service.gov.uk/component-guide/devolved_nations

We could probably reduce the number of styles for these kinds of things, and decide on consistent sizing and placement.

Element	Doc type	Notes
This publication was withdrawn on 1 April 2022 This page has been withdrawn because it's no longer current. Read more about living safely with coronavirus (COVID-19).		Notice is about all the content on the page
Closing tomorrow Williams-Shapps Plan for Rail: legislative changes to implement rail reform Read and respond	get_involved	
From: Department for Transport and Department of Health and Social Care Published 22 June 2021 Last updated 18 March 2022 — See all updates Applies to England Guidance for Wales Guidance for Wales Guidance for Wales Guidance for Northern Ireland Guidance for Northern Ireland Using the NHS COVID Pass to demonstrate COVID-19 status Foreign travel checklist	Detailed guidance (detailed_guidanc e)	Notice is about all the content on the page
Applies to England, Scotland and Wales	Decision (publication)	Notice is about all the content on the page
Applies to England	Correspondence	Notice is about all the content on the page
Guidance and support Guidance for Scotland Guidance for Wales Guidance for Northern Ireland Show all sections Staving safe	Coronavirus	Notice is about all the content on the page

Release date: 10 January 2020 9:30am (confirmed)	Notice is about all the content on the page
These statistics will be released on 10 January 2020 9:30am	
Proposed release: 28 July 2016 9:30am Cancellation date: 1 July 2016 1:31pm	Notice is about all the content on the page
Statistics release cancelled This publication has been stopped after user consultation revealed limited engagement. Please note this decision will not result in the loss of any statistics, which will continue to be available from their original source. A note, to be published on 28 July 2016, will signpost users toward the data for each indicator. Please contact us on QualityOfLife@ons.gsi.gov.uk if you have any questions.	
·	
pen consultation uture policy framework for ower with carbon capture, sage and storage (CCUS): all for evidence	Not a notice, could just be plain text
uture policy framework for ower with carbon capture, sage and storage (CCUS):	
uture policy framework for ower with carbon capture, sage and storage (CCUS): all for evidence	
uture policy framework for ower with carbon capture, sage and storage (CCUS): all for evidence om: Department for Business. Energy & Industrial Strategy blished 25 July 2022 Get emails about this page	Not a notice, could just be plain text
uture policy framework for ower with carbon capture, sage and storage (CCUS): all for evidence m: Department for Business. Energy & Industrial Strategy blished 25 July 2022 Get emails about this page Summary We're seeking views and evidence on how to support the future deployment of power with	

- Standardise these into a single, flexible 'notice' component.
 - o Consider the ways notices interact with each other, whether they appear in multiples, what kind of content/ headings/ fields they require



Captions

Captions are often inconsistently used above H1s on content pages.

In the Design System, captions above H1s usually refer to the **section of a journey**/ site that the user is in. On GOV.UK, we often use them to show the **content type.**

In order to make better use of this component to provide users with more navigational clues, we should move the 'content type' label.

Design proposal below:

■ How contextual titles are used on GOV.UK

We also know from user research that publishers sometimes choose content types according to the captions, even when not appropriate.

Element	Doc type	Notes
Guidance Travel to England from another country during coronavirus (COVID-19)	Detailed guidance (detailed_guidanc e)	Heading caption used as content type label
Decision Regulatory approval of Pfizer/BioNTech vaccine for COVID-19	Decision (publication)	Heading caption used as content type label
Correspondence Temporary medical exemptions for COVID-19 vaccination of people working or deployed in care homes	Correspondence	
Corporate report Coronavirus (COVID-19) passenger privacy notice	Correspondence	

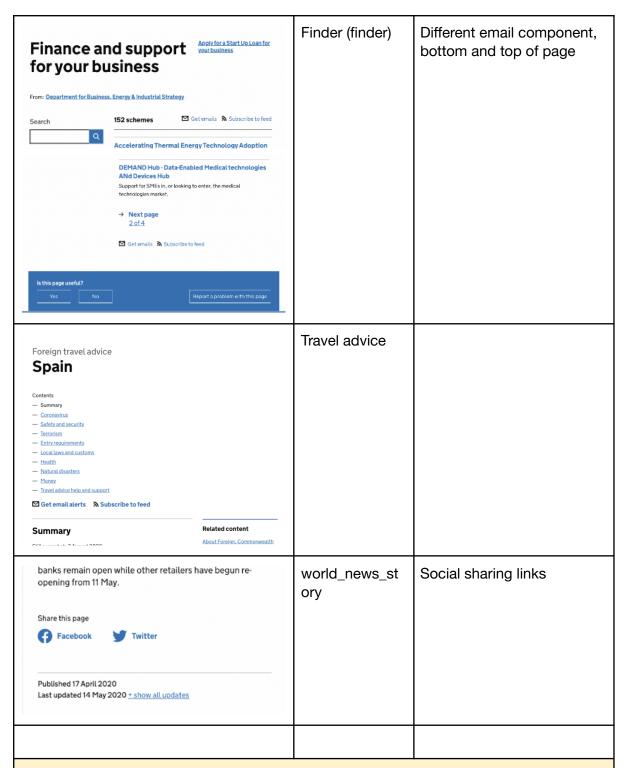
Form Apply for a vehicle registration certificate (form V62)	Form	
Actions to take:		

Email alerts, print buttons, RSS feeds, social sharing

https://components.publishing.service.gov.uk/component-guide/share_links https://components.publishing.service.gov.uk/component-guide/signup_link https://components.publishing.service.gov.uk/component-guide/single_page_notification_button

https://components.publishing.service.gov.uk/component-guide/subscription_links https://components.publishing.service.gov.uk/component-guide/print_link

Element	Doc type	Notes
From: Home Office. Border Force. and Department for Transport Published 4 November 2020 Last updated 26 May 2021 — See all updates A Get emails about this page	Corporate report	
Stay up to date with GOV.UK Sign up to get emails when we change any coronavirus information on the GOV.UK website Is this page useful? Yes No Report a problem with this page	Coronavirus	
From: Department of Health and Social Care Published 15 September 2021 Last updated 8 December 2021—See all updates 4 Get emails about this page	Correspondenc e	
From: Medicines and Healthcare products Regulatory Agency Published 2 December 2020 Last updated 7 July 2022 — See all uncates A Get emails about this page	Decision (publication)	
From: Department for Transport and Department of Health and Social Care Published 22 June 2021 Last updated 18 March 2022 — See all updates Get emails about this page Published 22 June 2021 Last updated 18 March 2022 + show all updates Get emails about this page Print this page	Detailed guidance (detailed_guida nce)	Email alert at top and bottom, awkward lock up with metadata and print button

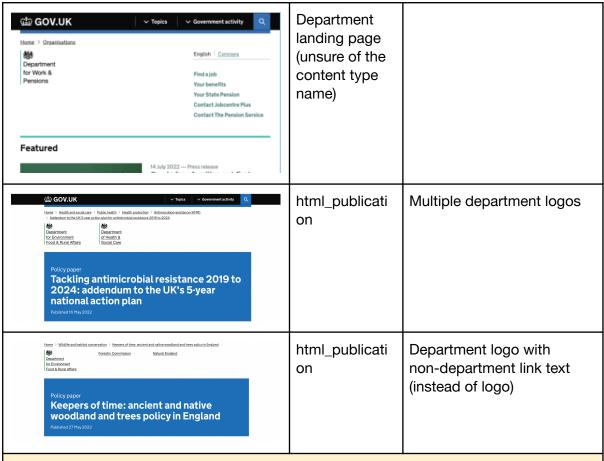


- Create a consistent lock-up for print, rss and email buttons
- Decide on a consistent placement for elements across all templates
- Make email alert banner consistent with design of buttons

Organisation logos

https://components.publishing.service.gov.uk/component-guide/organisation_logo

Monthly update of statistics relating to the security situation in Northern Ireland.	Statistics release	Hard coded ONS logo sits in the metadata area
From: Police Service of Northern Ireland and Northern Ireland Statistics and Research Agency Published 12 December 2019 — See all undates		
Operations in Afghanistan Serjeant Paul McAleese and Private Johnathon Young killed in Afghanistan It is with great sadness that the Ministry of Defence must confirm that Serjeant Paul McAleese, of 2nd Battalion The Riffes (2 RIFLES), and Private Johnathon Young, of 3rd Battalion The Yorkshire Regiment (Duke of Wellington's), were killed in Afghanistan on Thursday 20 August 2009. From: Ministry of Defence Published 21 August 2009 Field of Operation: Afghanistan	Fatality notice	Logo is placed using the document image feature
About our services Find out how long your passport application is likely to take.	Corporate information page	Logo sits below lede
Guidance Skilled Worker visa: shortage occupations Updated 15 February 2022 Check which jobs are on the shortage occupations list in each area of the UK. If your job is on the list, you can be paid 80% of the job's usual going rate to qualify for a Skilled Worker visa.	html_publicati on	Department logo



- Create consistent placement rules for logos on pages
- Ensure that logos are added as logos, not images in the text

Related links

Explore the topic Border control Travel and identity documents for foreign nationals Visas and entry clearance British nationals overseas Living abroad + 2 more World locations France	world_news_st ory	'Explore this topic' can probably be retired World locations — does anyone use this, at all??
Related content GCSE, AS and A level qualifications in 2022 Subject-by-subject support for GCSE, AS and A level students in 2022 Additional help for students taking exams in summer 2022: postcard Subject content and assessment arrangements 2022 to 2023 Collection Vocational, technical and other general qualifications in 2022 GCSE, AS and A level qualifications in 2022	authored_articl e	Related links with collection
Related content Find an apprenticeship Training and study at work Careers helpline for teenagers		

Related content

Ukrainian nationals in the UK: visa support

https://www.g ov.uk/guidanc e/move-to-the -uk-if-youre-fr om-ukraine Custom related links for Ukraine content with related content module shown above (why isn't the visa support link included in the customised module?)

Invasion of Ukraine

UK visa support for Ukrainian nationals

Move to the UK if you're coming from Ukraine

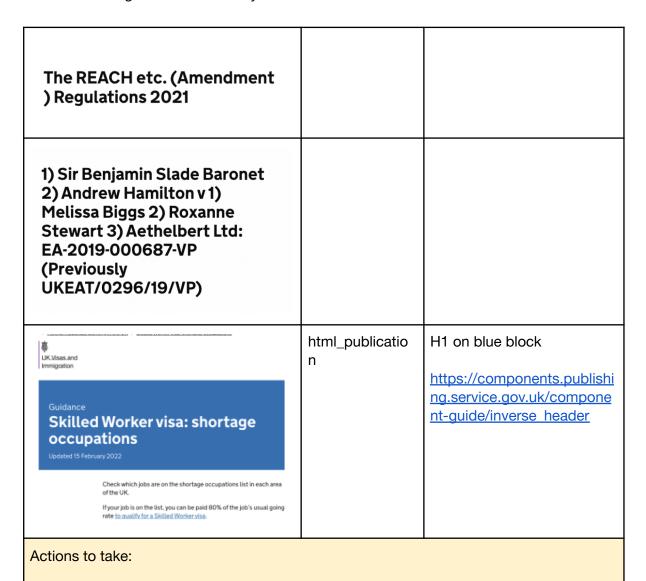
<u>Homes for Ukraine: record your interest</u>

Find out about the UK's response

- Can we retire the 'Explore this topic' list?
- Investigate if world locations is used?

H1 headings

Sometimes H1s have really weird content. We need to implement some rules in the code to ensure that things like brackets stay with the text on one line



• Headings need some kind of CSS rule that ensures brackets aren't orphaned

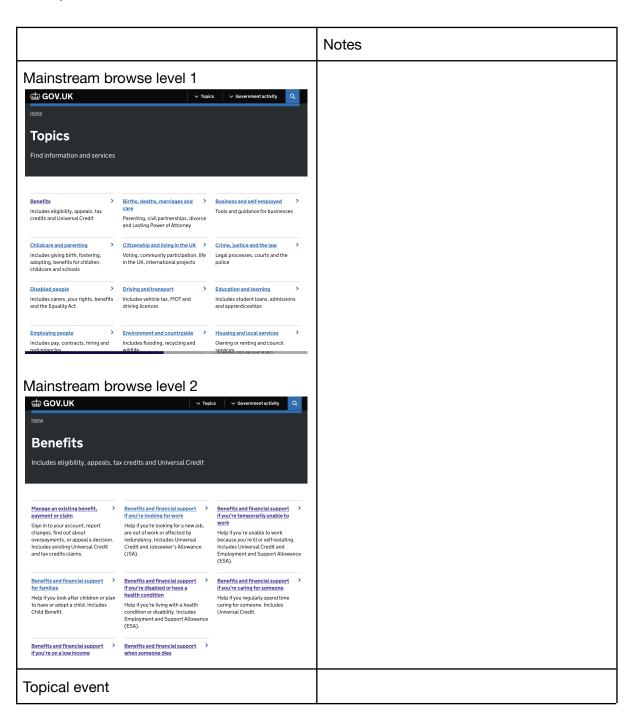
Types of pages

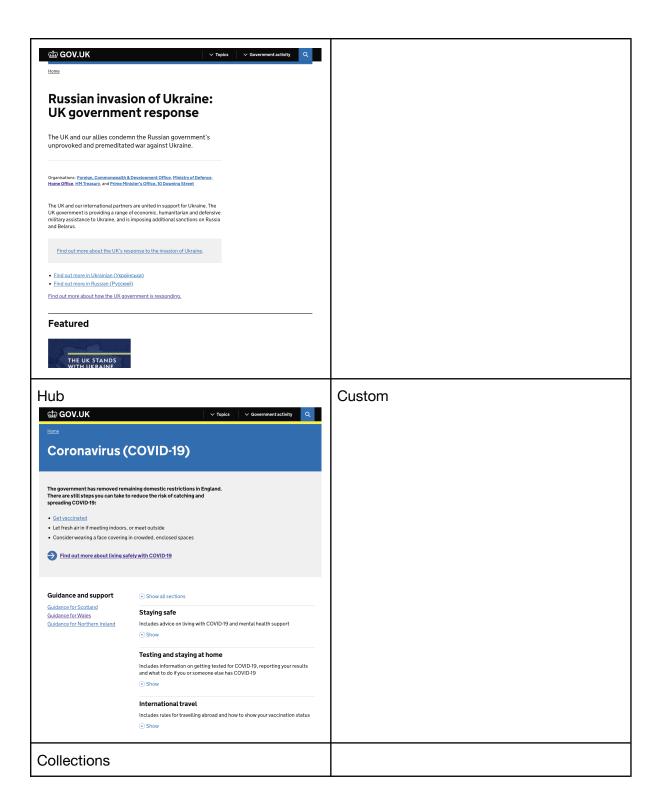
Content page typologies from this deck: Content type typology

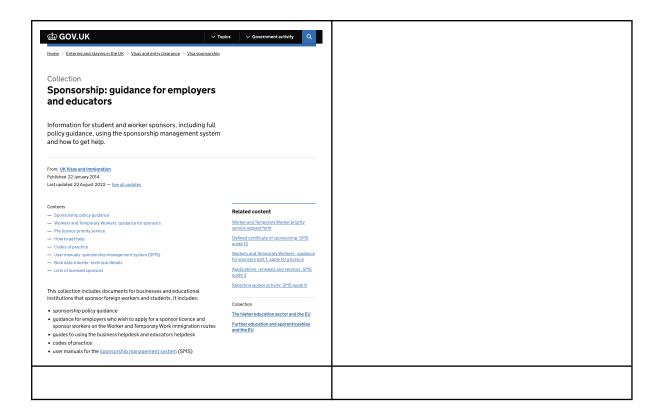
Looking at the layouts of these pages in order to consider how they might be made consistent/ merged.

Grouped content

Examples: (specialist) topics, mainstream browse page, document collections, topical events, hub

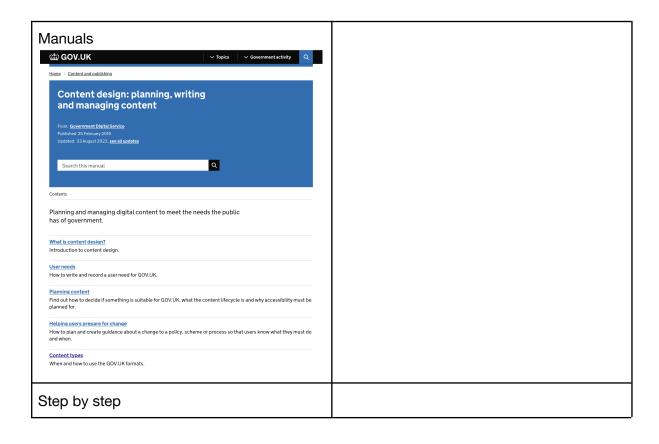


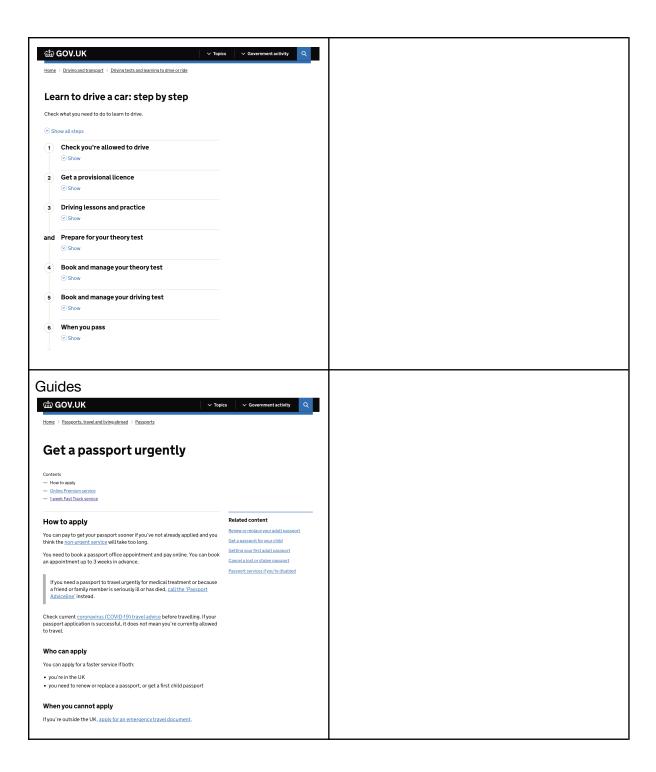




Multi-part content

Examples: guides, step by steps, manuals



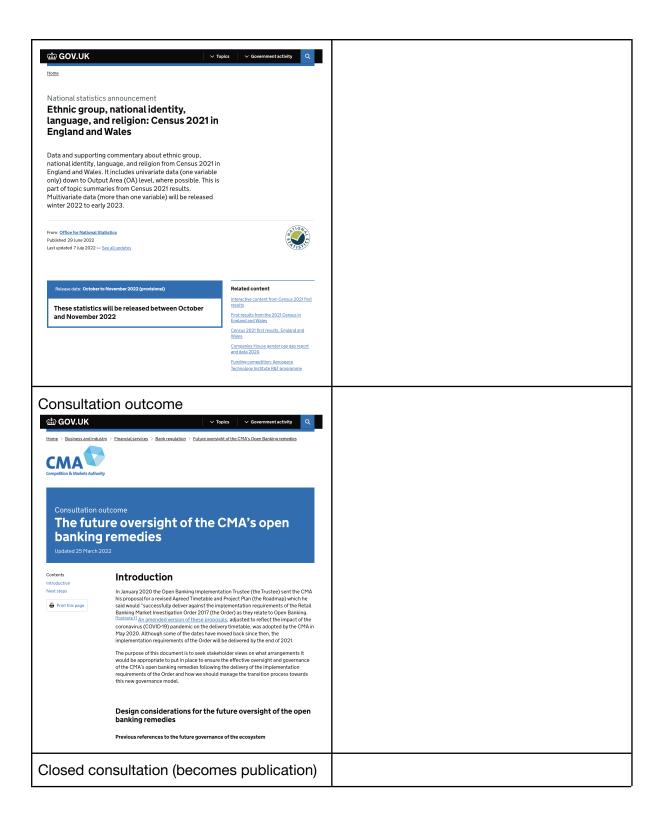


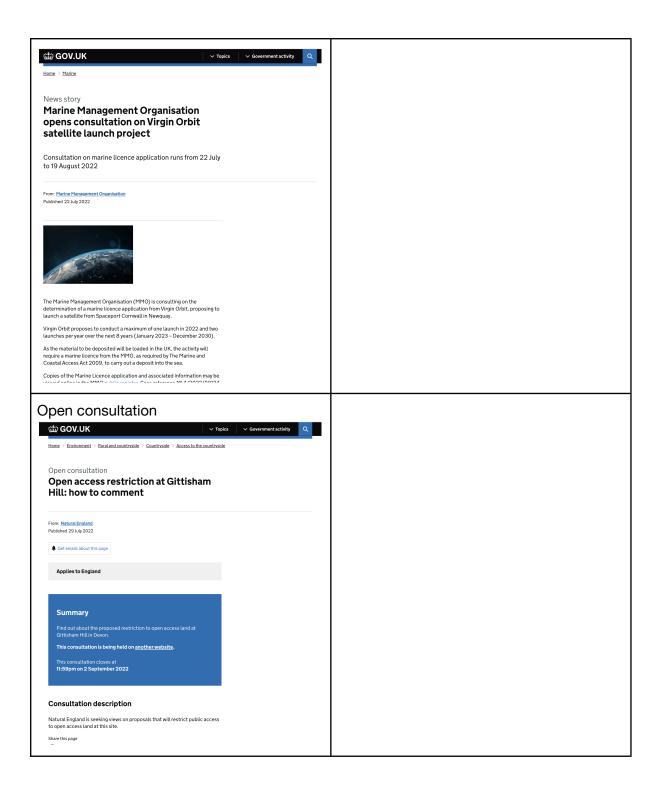
Phased content

Examples:

statistics announcements become publications open consultations become closed consultations

Statistics announcements	
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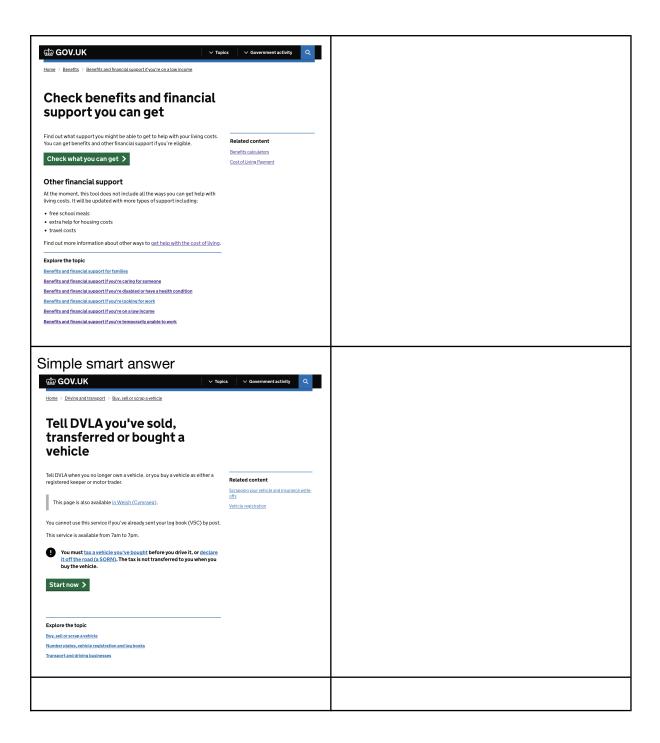




Routed content

Examples: simple smart answers, smart answers

Smart answer	
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Structured content

Examples: people, roles, role appointments

People	
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