



Macintosh Human Interface Guidelines

by Apple Computer, Inc.

Apple Technical Library





Macintosh Human Interface Guidelines



Addison-Wesley Publishing Company

Reading, Massachusetts Menlo Park, California New York
Don Mills, Ontario Wokingham, England Amsterdam Bonn
Sydney Singapore Tokyo Madrid San Juan
Paris Seoul Milan Mexico City Taipei

Apple Computer, Inc.
© 1992, Apple Computer, Inc.
All rights reserved.

No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, mechanical, electronic, photocopying, recording, or otherwise, without prior written permission of Apple Computer, Inc. Printed in the United States of America.

No licenses, express or implied, are granted with respect to any of the technology described in this book. Apple retains all intellectual property rights associated with the technology described in this book. This book is intended to assist application developers to develop applications only for Apple Macintosh computers.

Apple Computer, Inc.
20525 Mariani Avenue
Cupertino, CA 95014
408-996-1010

Apple, the Apple logo, APDA, AppleLink, AppleShare, AppleTalk, EtherTalk, HyperTalk, ImageWriter, LaserWriter, Macintosh, MultiFinder, and StyleWriter are trademarks of Apple Computer, Inc., registered in the United States and other countries.

BalloonHelp, BalloonWriter, Finder, PowerBook, QuickDraw, ResEdit, System 7, and TrueType are trademarks of Apple Computer, Inc.

Adobe Illustrator and PostScript are trademarks of Adobe Systems Incorporated, which may be registered in certain jurisdictions.

AGFA is a trademark of Agfa-Gevaert. FrameMaker is a registered trademark of Frame Technology Corporation.

Helvetica and Palatino are registered trademarks of Linotype Company. HyperCard, MacDraw, MacPaint, and MacWrite are registered trademarks of Claris Corporation.

ITC Zapf Dingbats is a registered trademark of International Typeface Corporation.

Varietyper is a registered trademark of Varietyper, Inc.

Simultaneously published in the United States and Canada.

LIMITED WARRANTY ON MEDIA AND REPLACEMENT

ALL IMPLIED WARRANTIES ON THIS MANUAL, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED IN DURATION TO NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL RETAIL PURCHASE OF THIS PRODUCT.

Even though Apple has reviewed this manual, APPLE MAKES NO WARRANTY OR REPRESENTATION, EITHER EXPRESS OR IMPLIED, WITH RESPECT TO THIS MANUAL, ITS QUALITY, ACCURACY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. AS A RESULT, THIS MANUAL IS SOLD "AS IS," AND YOU, THE PURCHASER, ARE ASSUMING THE ENTIRE RISK AS TO ITS QUALITY AND ACCURACY.

IN NO EVENT WILL APPLE BE LIABLE FOR DIRECT, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES RESULTING FROM ANY DEFECT OR INACCURACY IN THIS MANUAL, even if advised of the possibility of such damages.

THE WARRANTY AND REMEDIES SET FORTH ABOVE ARE EXCLUSIVE AND IN LIEU OF ALL OTHERS, ORAL OR WRITTEN, EXPRESS OR IMPLIED. No Apple dealer, agent, or employee is authorized to make any modification, extension, or addition to this warranty.

Some states do not allow the exclusion or limitation of implied warranties or liability for incidental or consequential damages, so the above limitation or exclusion may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

ISBN 0-201-62216-5
1 2 3 4 5 6 7 8 9-BA-9695949392
First Printing, November 1992



The paper used in this book meets the EPA standards for recycled fiber.

Contents

	Figures and Tables	xiii
Preface	About This Book	xxi
	Who Should Read This Book	xxi
	What's New in Macintosh Human Interface From Apple	xxii
	About <i>Making It Macintosh</i>	xxii
	What's in This Book	xxii
	The Basic Philosophy	xxii
	The Interface Elements	xxiii
	Appendixes	xxiii
	Visual Cues Used in This Book	xxiii
Part 1	Fundamentals	1
Chapter 1	Human Interface Principles	3
	The Human Interface Design Principles	4
	Metaphors	4
	Direct Manipulation	5
	See-and-Point	7
	Consistency	7
	WYSIWYG (What You See Is What You Get)	8
	User Control	9
	Feedback and Dialog	9
	Forgiveness	10
	Perceived Stability	11
	Aesthetic Integrity	11
	Modelessness	12
	Additional Issues to Consider	13
	Knowledge of Your Audience	13
	Accessibility	14
Chapter 2	General Design Considerations	15
	Worldwide Compatibility	16
	Cultural Values	17
	Resources	17

Language Differences	18
Text Display and Text Editing	19
Default Alignment of Interface Elements	20
Keyboards	22
Fonts	23
Universal Access	24
People With a Physical Disability	25
People With a Visual Disability	25
People With a Hearing Disability	26
People With a Speech or Language Disability	27
People With a Seizure Disorder	27
Collaborative Computing	27
Concern for Other Users	28
User Identification	28
Access Privileges	28
Passwords	29
Data Encryption for Security	30
Clear Communications	30
Displaying the Current State of Data	30
Communicating With Other Environments	31
Network Transparency	31

Chapter 3 **Human Interface Design and the Development Process** 33

Design Decisions	34
Features Inspired by Market Pressures	34
Feature Cascade	35
The 80 Percent Solution	35
Managing Complexity	35
Using Progressive Disclosure	35
Implementing Preferences	37
Extending the Interface	38
When to Go Beyond the Guidelines	38
Build on the Existing Interface	39
Don't Assign New Behaviors to Existing Objects	39
Create a New Interface Element Cautiously	40
Involving Users in the Design Process	41
Define Your Audience	41
Analyze Tasks	41
Build Prototypes	42
Observe Users	42
Ten Steps for Conducting a User Observation	43

Explore Litigation Insights

Docket Alarm provides insights to develop a more informed litigation strategy and the peace of mind of knowing you're on top of things.

Real-Time Litigation Alerts



Keep your litigation team up-to-date with **real-time alerts** and advanced team management tools built for the enterprise, all while greatly reducing PACER spend.

Our comprehensive service means we can handle Federal, State, and Administrative courts across the country.

Advanced Docket Research



With over 230 million records, Docket Alarm's cloud-native docket research platform finds what other services can't. Coverage includes Federal, State, plus PTAB, TTAB, ITC and NLRB decisions, all in one place.

Identify arguments that have been successful in the past with full text, pinpoint searching. Link to case law cited within any court document via Fastcase.

Analytics At Your Fingertips



Learn what happened the last time a particular judge, opposing counsel or company faced cases similar to yours.

Advanced out-of-the-box PTAB and TTAB analytics are always at your fingertips.

API

Docket Alarm offers a powerful API (application programming interface) to developers that want to integrate case filings into their apps.

LAW FIRMS

Build custom dashboards for your attorneys and clients with live data direct from the court.

Automate many repetitive legal tasks like conflict checks, document management, and marketing.

FINANCIAL INSTITUTIONS

Litigation and bankruptcy checks for companies and debtors.

E-DISCOVERY AND LEGAL VENDORS

Sync your system to PACER to automate legal marketing.