



National Standards Authority of Ireland

IRISH STANDARD

I.S. EN ISO 9241-17:1999

ICS 13.180  
35.180

**ERGONOMIC REQUIREMENTS FOR OFFICE  
WORK WITH VISUAL DISPLAY TERMINALS  
(VDTS) - PART 17: FORM FILLING  
DIALOGUES (ISO 9241-17:1998)**

National Standards  
Authority of Ireland  
Dublin 9  
Ireland

Tel (01) 807 3800  
Tel (01) 807 3838

*This Irish Standard was  
published under the  
authority of the National  
Standards Authority of  
Ireland  
and comes into effect on  
March 19, 1999*

**NO COPYING WITHOUT NSAI  
PERMISSION EXCEPT AS  
PERMITTED BY COPYRIGHT  
LAW**

© NSAI 1999

**Price Code O**

Údarás um Chaighdeáin Náisiúnta na hÉireann



EUROPEAN STANDARD  
NORME EUROPÉENNE  
EUROPÄISCHE NORM

**EN ISO 9241-17**

August 1998

ICS 13.180; 35.180

Descriptors: see ISO document

English version

**Ergonomic requirements for office work with visual display  
terminals (VDTs) - Part 17: Form filling dialogues (ISO 9241-  
17:1998)**

Exigences ergonomiques pour travail de bureau avec  
terminaux à écrans de visualisation (TEV) - Partie 17  
Dialogues de type remplissage de formulaires (ISO 9241-  
17:1998)

This European Standard was approved by CEN on 15 June 1998.

CEN members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving this European Standard the status of a national standard without any alteration. Up-to-date lists and bibliographical references concerning such national standards may be obtained on application to the Central Secretariat or to any CEN member.

This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the Central Secretariat has the same status as the official versions

CEN members are the national standards bodies of Austria, Belgium, Czech Republic, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Luxembourg, Netherlands, Norway, Portugal, Spain, Sweden, Switzerland and United Kingdom.



EUROPEAN COMMITTEE FOR STANDARDIZATION  
COMITÉ EUROPÉEN DE NORMALISATION  
EUROPAISCHES KOMITEE FÜR NORMUNG

**Central Secretariat: rue de Stassart, 36 B-1050 Brussels**

Page 2  
EN ISO 9241-17:1998

## Foreword

The text of the International Standard ISO 9241-17:1998 has been prepared by Technical Committee ISO/TC 159 "Ergonomics" in collaboration with CEN/CS.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by February 1999, and conflicting national standards shall be withdrawn at the latest by February 1999.

**NOTE FROM CEN/CS:** The foreword is susceptible to be amended on reception of the German language version. The confirmed or amended foreword, and when appropriate, the normative annex ZA for the references to international publications with their relevant European publications will be circulated with the German version.

## Endorsement notice

The text of the International Standard ISO 9241-17:1998 was approved by CEN as a European Standard without any modification.

According to the CEN/CENELEC Internal Regulations, the national standards organizations of the following countries are bound to implement this European Standard: Austria, Belgium, Czech Republic, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Luxembourg, Netherlands, Norway, Portugal, Spain, Sweden, Switzerland and the United Kingdom.

# INTERNATIONAL STANDARD

# ISO 9241-17

First edition  
1998-08-01

---

---

## **Ergonomic requirements for office work with visual display terminals (VDTs) —**

### **Part 17: Form filling dialogues**

*Exigences ergonomiques pour travail de bureau avec terminaux à écrans  
de visualisation (TEV) —*

*Partie 17: Dialogues de type remplissage de formulaires*



Reference number  
ISO 9241-17:1998(E)

**ISO 9241-17:1998(E)**

**Contents**

	Page
<b>1 Scope</b> .....	<b>1</b>
<b>2 Normative references</b> .....	<b>2</b>
<b>3 Definitions</b> .....	<b>2</b>
<b>4 Application of this part of ISO 9241</b> .....	<b>3</b>
4.1 Appropriateness of form filling dialogues .....	3
4.2 Applying the recommendations .....	4
4.3 Evaluation of products .....	4
<b>5 Form filling structure</b> .....	<b>4</b>
5.1 General .....	4
5.2 Layout .....	5
5.3 Fields and labels .....	6
<b>6 Input considerations</b> .....	<b>7</b>
6.1 General .....	8
6.2 Alphanumeric text entry .....	8
6.3 Choice entries .....	9
6.4 Control .....	11
6.5 Field validation .....	12
<b>7 Feedback</b> .....	<b>13</b>
7.1 Echoing .....	13
7.2 Cursor and pointer position .....	13
7.3 Field errors .....	13
7.4 Transmission acknowledgement .....	13
7.5 Database changes .....	13
<b>8 Navigation</b> .....	<b>13</b>
8.1 Initial cursor position .....	13
8.2 Movement between fields .....	13
8.3 Return to initial field .....	14
8.4 Tabbing .....	14
8.5 Scrolling .....	15
8.6 Form selection .....	15

© ISO 1998

All rights reserved. Unless otherwise specified, no part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying and microfilm, without permission in writing from the publisher

International Organization for Standardization  
 Case postale 56 • CH-1211 Genève 20 • Switzerland  
 Internet iso@iso.ch

Printed in Switzerland

This is a free preview. Purchase the entire publication at the link below:

[Product Page](#)

- 
- [Looking for additional Standards? Visit Intertek Inform Infostore](#)
  - [Learn about LexConnect, All Jurisdictions, Standards referenced in Australian legislation](#)
-