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#### **DECLARATION**

I agree to work within Edinburgh Napier University's Academic Regulations which require that any work I submit is entirely my own. I am providing my student Matriculation Number (above) - in place of a signed declaration - in order to comply with Edinburgh Napier University's assessment procedures.

# **INTRODUCTION**

The problem of how to find reliable information on the worldwide web has existed as long as the web has. Part of the solution has been search engines but the web-user must assess the reliability of their results. Web portals, starting points with organisation and at least a semblance of authority, have been another part of the solution. This report begins to assess the accessibilities of Scottish local government web portals in the light of some academic literature.

# **LITERATURE REVIEW**

Space does not permit a review of all recent literature on web portals (WPs). Instead, brief considerations of reasons for WPs, definitions of WPs, types of WP, organisation of WP content and portlets are given.

#### Why web portals?

According to a former CEO of Directgov, WPs exist to 'join up information for the citizen in a way that they understand' despite being technically slower than search engines (Cross, 2007). In other words, they are 'one-stop shops' where surfers, starting from an authoritative entry-point can more easily locate the exact information desired. It should also be noted that portals are a source of revenue for companies such as AOL and Yahoo! (Telang & Mukhopadhyay, 2005).

#### **Definition of 'web portal'**

At this point, it is worth considering what a WP is. For example, Augustyniak *et al* (2005) defined a WP as a 'web site that provides the ability to use a secure username/ password and to customise the content based on specific interests and needs'. This is certainly true of My Yahoo! However, one does not need to sign into Yahoo! to access organised content. Also Tatnall and Burgess (2011) defined a WP as a 'special Web site designed to act as a gateway to give convenient access'. This report follows the latter definition because many local government WPs (e.g. Directgov) can be used without logging in.

#### Types of web portal

Disagreements over defining 'web portal' could be avoided by accepting that there are different types of WP. Indeed, Augustyniak *et al* divided WPs by scope and audience into 'horizontal' (broad, general) and 'vertical' (about a particular service or industry). Tatnall and Burgess (2011) quoted a list of nine types of WP but then claimed that there is no definitive taxonomy of WPs.

#### Organising web portal content

As Smith *et al* (2004) observed, without taxonomy *within* WPs, they would be chaotic. Earlier, Staab et al (2000) reported on software developed to enable knowledge communities to generate ontologies for their knowledge areas. Metadata could then be used to fit web pages into the ontology. Further, web crawlers could collect information

from the rest of the web and 'add' it to the ontology. *Ab-initio* community involvement was emphasised by Augustyniak *et al*: it may have collateral benefits (Preiser-Houy and Navarrete, 2010).

Lee *et al* (2010) pointed out that 'traditional' search engines can only return results containing the search terms. However, searchers may not know all the synonyms for their terms. Hence Lee *et al* researched using meaning to relate web resources. Ontological links were used to deliver results that were certain 'distances' from search terms, even though they did not actually contain the terms. Depending on the 'distance' specified, the number of results could be large so a path-decision threshold was used to winnow results.

Since most users interact with the web on-screen<sup>1</sup>, the results of semantic searches needed to be presented visually. The tool developed for this purpose was described as a semantic web portal: results were presented as:

- matched seed instances, enabling drilling down into results.
- main results, grouped according to these researchers' ontology.
- ranking of the paths from seed to result because how the seed and result are related may help refine or redirect their searches.

Methods were tested by 'retrofitting' a year's output from a news source. It remains to be seen how the billions of existing web pages can be semantically linked.

#### Portlets: building blocks for web portals

It is worth noting that WPs may be built from 'portlets'. Indeed, a Java definition was released 9 years ago (Nicklus, 2003). Later, Yang *et al* (2007) described using portlets to present resources via a 'spatial' WP. These researchers used 'Web Services for Remote Portlets' to build NASA's Earth Science Gateway: a wizard was provided to facilitate designing portlets to fit into WP schemata.

and screen-readers etc simply 'translate' visual output

# **RESEARCH APPROACH**

#### Why study local government web portals?

Local government WPs (LGWPs) should be authoritative, have potential audiences as large their online populations and are under pressure to be accessible to all citizens, including the disabled and citizens with little knowledge of the web or local government.

Therefore LGWPs are worth examining not just from theoretical or technical viewpoints but also for how well they 'work'. The research part of this report is an initial investigation into Scottish LGWPs' (SLGWPs) accessibilities.

#### Research question development

Investigating whether Scottish local governments (SLGs) do all they must do online would be arduous: the lists of local government duties contain 1338 entries!<sup>2</sup> So attention was confined to what citizens might routinely want from SLGWPs, e.g. information on

- planning
- recycling
- · council tax
- · leisure facilities
- · employment opportunities
- healthcare
- housing.

One might sum the numbers of clicks need to find certain information under these headings, thus obtaining a quantitative measure of 'performance'.

However, all of these items apart from recycling are in Scottish Navigation List (SNL) top-level headings (esd, 2010). If SLGWPs follow a standard format, a person concerned with SLGs across Scotland (e.g. a citizen considering moving from one SLG area to another) may benefit from standard routes to information. Therefore it was decided to use clear implementation of the SNL and numbers of operations to obtain recycling centre addresses as quantitative measures of 'performance'.

<sup>&</sup>lt;sup>2</sup> These are not all online duties.

#### Factoring in citizens' other potential needs

Disabled citizens may well need websites to have extra accessibility features. Further, fitting SLGWPs into screen areas may be important to physically- and visually-impaired surfers and to cellphone- and tablet-users.

Mobile versions of SLGWPs may be important to cellphone users. For citizens using dial-up connections, screen-readers or Braille devices, low-bandwidth versions of sites may well be desirable. If a large proportion of an SLG's area has poor cellphone coverage, there may be less call for mobile versions of the relevant SLGWPs.

Further, if there is high unemployment in an SLG area, its citizens may be less likely to have computers or cellphones but conversely may need more help, hence placing different demands on their SLGWP.

Finally, citizens may well be concerned with privacy issues and SLGs' data use.

So the research question became how accessible are SLGWPs, as measured by

- · accessibility tools on entry page
- other accessibility tools
- search tools on entry page
- clicks to obtain recycling centre addresses
- research tools on entry page
- · feedback tools on entry page
- personalisation
- SNL clearly implemented on entry page
- privacy and cookies policies and terms-of-use statement easily found<sup>3</sup>
- whether the entry page fits in a 20-inch monitor
- whether there is a mobile version of the SLGP
- whether the entry page or the mobile site fitted onto the screen of a cellphone? Scores would be moderated by SLGs' responses to a short email. (See appendix 1 for the text of this email.)
- Cookie policies are a legal requirement under European law if websites use cookies. Hence this report's author is reluctant to state categorically that some SLGs do not have them.

# METHODOLOGY, SAMPLE SELECTION AND RESULTS

The tool used to investigate the SLGWPs was a short form to capture the above data along with some demographic data. These forms are presented in appendix 2, along with screenshots of the SLGWPs on both a desktop computer and an iPhone.

While it was not possible to find statistics on broadband availability and uptake, or on cellphone coverage, by SLG area, urban/rural data could be a model because it seems likely that if an SLG area is highly rural, broadband availability and cellphone coverage will be low.

All 32 SLGWPs were assessed for all items mentioned above.

The results are tabulated below in two ways:

a 'score' for each SLGP (table 1)
Because one SLG stated that it didn't use access keys because they interfered with
other accessibility tools, access keys were ignored but marks were given for having
text-size and colour-scheme controls or describing how visitors' browsers or OSes
could be configured to achieve the same. A half-mark was subtracted if an out-ofdate list of browsers was given or if a major OS was omitted from a relevant list.
Following W3C or similar guidelines also gained a mark.

A mark was given if an SLGP had other-language versions or translation facilities immediately available. Because it seems less desirable that a visitor should have to navigate away from a WP to learn how to use it, only a half-mark was given for a link to 'My Web My Way' (the BBC's information on accessibility features). Small deviations from current SNL headings and the SNL documentation headings order were ignored.

A mark was also given if the SLG replied substantively to an email: speed of response may well be significant to a citizen who needs information and hence is a facet of accessibility.

The number of operations to obtain recycling centre addresses was subtracted from the overall score, while a mark was deducted if the site failed to render on an iPhone. • total numbers of SLGWPs having each accessibility feature and average numbers of each feature per SLGP (*table 2*).

# Key to columns in table 1

Column	Meaning	Column	Meaning
1	Entry-page accessibility tools	9	Privacy policy easily found
2	Other accessibility tools on WP	10	Cookie policy easily found
3	Search tools on entry page	11	Terms of use statement easily found
4	Clicks to obtain recycling centre addresses	12	Entry page fits 20" monitor
5	Research tools on entry page	13	Mobile site exists
6	Feedback tools on entry page	14	Entry page or mobile site fits iPhone screen
7	Personalisation available	15	Substantive response from LG team received
8	Top level of SNL clearly implemented on entry page		

# Table 1

SLG	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Total
Aberdeen City	1	2	2	-3		4		1	1	1	1			-1		9.0
Aberdeenshire		2	2	-2		3			1	1	1				1	9.0
Angus	1	2.5	2	-2		2			1	1	1	1		1	1	11.5
Argyll and Bute	2	2	2	-2		3			1	1	1	1		1	1	12·1
Clackmannanshire	-1		2	-2		2	1		1	1	1					5.0
Dumfries and Galloway	3	2	2	-2		1		1	1	1	1	1			1	12-0
Dundee City	2	1	2	-2		1			1	1	1	1		1		9.0
East Ayrshire		0.5	2	-2		2	2	1	1	1	1		1			9-5
East Dunbartonshire	6	2	2	-2		3		1	1	1	1	1			1	17-0
East Lothian	2	5	2	-2		6	1	1	1	1	1	1		1	1	21.0
East Renfrewshire	1	3	2	-3		1			1	1	1		1		1	9.0
Edinburgh City	3	1	3	-3		3	1	1	1	1	1					12-0
Falkirk	2	2.5	2	-2		1			1	1	1	1		1	1	11.5
Fife	3	2	3	-3		4	1	1	1	1	1	1	1		1	17-0
Glasgow City		1	1	-4		1			1	1	1	1				3.0
Highland	1	2.5	3	-2		1	1	1	1	1	1	1			1	12-5
Inverclyde	2	2	2	-6		1		1			1				1	4.0
Midlothian	1	3	3	-3		2	1	1	1	1	1				1	12-0
Moray	2	1.5	2	-4		2	1		1		1					6.5
North Ayrshire	2	6.5	4	-3		3			1	1	1			-1		14-5
North Lanarkshire	4	2	3	-4		2	1	1	1							10-0
Orkney Islands	1	2	3	-3		2										5-0
Perth and Kinross	2	4.5	5	-3		2		1	1		1	1		1		15-5
Renfrewshire	2	0.5	2	-4		2			1	1	1				1	6-5
Scottish Borders	3	1.5	6	-4		1		1	1	1	1				1	12-5
Shetland Islands	1	1	3	-4		2					1				1	5-0
South Ayrshire	5	2.5	6	-3		5	1	1	1	1	1		1		1	22-5
South Lanarkshire	4	3	3	-4		3	1	1	1		1		1			14-0
Stirling	2	5	3	-4		2	1	1	1	1	1		1		1	15-0
West Dunbartonshire	2	1	3	-2		3			1	1	1					10-0
West Lothian	3	3	4	-3	1	3	1	1	1		1					15-0
Western Isles	2	1	5	-4	1	3		1	1	1	1					12.0
Average accessibility score																11-3

# Table 2

SLG	Number of SLGPs with this feature	Average numbers of this type of
		feature per SLGP
Entry-page accessibility tools	29	2.2
Other accessibility tools on WP	31	2.3
Search tools on entry page	32	2.8
Clicks to obtain recycling centre addresses	32	3·0 (average number of operations to find required data)
Research tools on entry page	2	NA
Feedback tools on entry page	32	2.2
Personalisation available	14	NA
Top level of SNL clearly implemented on entry page	18	NA
Privacy policy easily found	29	NA
Cookie policy easily found	24	NA
Terms of use statement easily found	30	NA
Entry page fits 20" monitor	11	NA
Mobile site exists	6	NA
Entry page or mobile site fits iPhone screen	6 (but 2 failed to render on iPhone)	NA
Substantive response from LG team received	17	NA

### **DISCUSSION**

Only 9 SLGWPs conformed to Augustyniak's definition by offering login facilities/personalisation.

It is clear that there is a wide variation in accessibility scores. Glasgow, which is extremely urban, has the highest population and population density of all SLG areas and has around average employment has the lowest score. South Ayrshire, which is less urban/more rural, is in the mid-range of population and is in the lower range of population density (still above the Scottish average) and also has around average employment has the highest score. Orkney, which has markedly low employment, has a low accessibility score while East Ayrshire, the area with the highest employment has a below-average score. Thus employment seems not to be a predictor of accessibility. Nor apparently is population density: Highland and Western Isles have the lowest population density but have around average scores. Population itself may be a predictor: Orkney and Shetland have the lowest populations and the joint second-lowest scores. These areas are also very remote so low bandwidth versions of these sites might have been expected.

Potentially the most interesting finding is that only 18 SLGWPs clearly implement the SNL. While this should not be taken to mean that the other SLGWPs do not provide the relevant information, it is of interest that none of the SLGWPs not scoring here have high overall scores. However, the SNL appears not to be compulsory but simply a recommendation of good practice.<sup>4</sup>

Reasons not to follow this 'national standard' may arise from the SLGs' own research. Without access to this, it seems not unreasonable to assume that SLGs are most concerned with what their own citizens want. Of course, at least some SLGs do work together, e.g. via COSLA and SOLACE and, as stated in esd (2010), on this very topic. Another potential cause is that SLGs may have wanted to retain layouts with which their citizens are familiar.

<sup>4</sup> 'The simple aim is to help citizens access services and find, in a consistent way, what they are looking for, on council websites, and help take councils closer to the Scottish Executive's goal of 75% of citizen enquiries being answered at the first point of contact'. (esd, 2010)

### CONCLUSION, CRITICAL ANALYSIS AND FURTHER RESEARCH

There is marked variation in SLGWPs' accessibilities, some having very few accessibility features. It seems no SLGWP is 'perfectly' accessible while a significant number do not follow a 'national standard'.<sup>5</sup>

However, the current analysis has some subjectivity. For example, some SLGWPs stated aims to follow standards and these were given marks: actual conformance was not tested. Further, it was not tested which features actually benefit many people.

Deeper statistical analysis of the current results, qualitative analysis of SLGs' replies, further conversations with SLGs and accessing SLGs' own research could be valuable in understanding the variations between SLGWPs. It may be valuable to run nationwide surveys, using sets of citizens (e.g. working-age/pension age, employed/unemployed) living outwith SLG 'silos', to find which accessibility features are of most net benefit and how these relate to demographics. Also, SLGWPs should be tested on other types of cellphone.

It would also be interesting to find whether any SLGWPs use semantics in their search functions.

<sup>&</sup>lt;sup>5</sup> It may be that central government cannot enforce SNL use without breaking at least the spirit of the concordat with SLGs. (Scottish Government and COSLA, 2007)

# **APPENDICES**

#### Text of email to SLGs

Dear < name of SLG>

I am a student at Edinburgh Napier University, studying for an MSc in Information Systems Development. Part of my coursework involves an investigation of web portals, and I have chosen to look at Scottish local government portals. Would you be able to help me, please, by commenting on the following points?

Q1. How long has your portal (<URL of SLGWP>) existed in its current form?

What factors were involved designing the site? For example,

Q2a. how do you choose what goes where on the entry page?

- Q2b. how do you ensure all pages have common 'look and feel' and navigation features?
- Q3. Do you have (or do you plan to have) a version of the site for cellphones, with automatic redirection of cellphone browsers to this version?
- Q4. What features does the portal have (other than text size controls) for disabled visitors? For example, is there server-side software for reading pages aloud or information on your portal on making visitors' computers do this?
- Q5. Do you have (or plan to have) versions of the site in languages other than English?

I would be very grateful to receive any answers you can provide by 20 February. I'm sorry for the short time here but I need to submit this piece of coursework on 23rd February and will need some time to add your answers to the work.

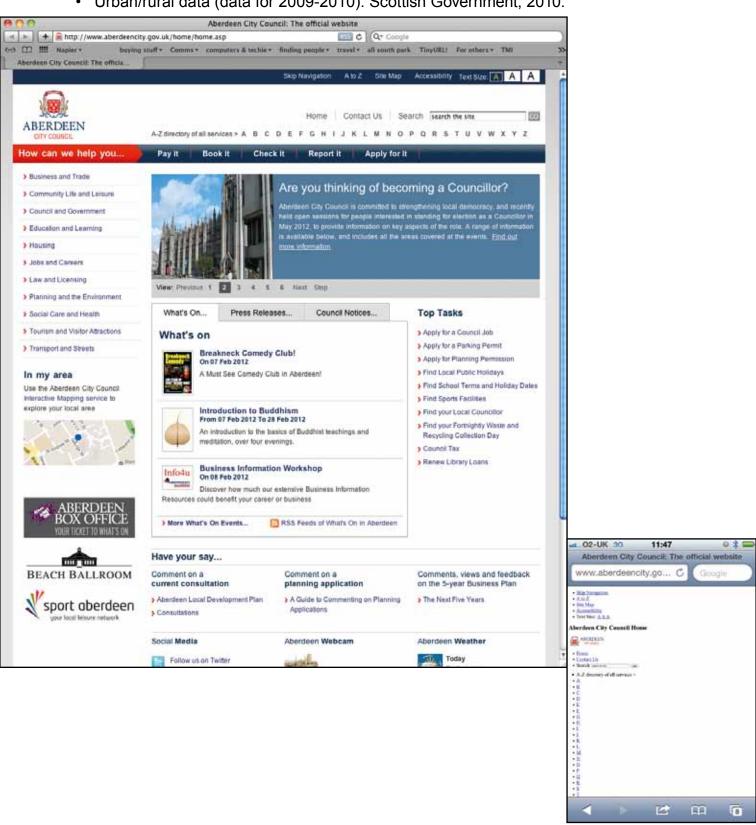
Many thanks indeed

<author's signature and contact details>

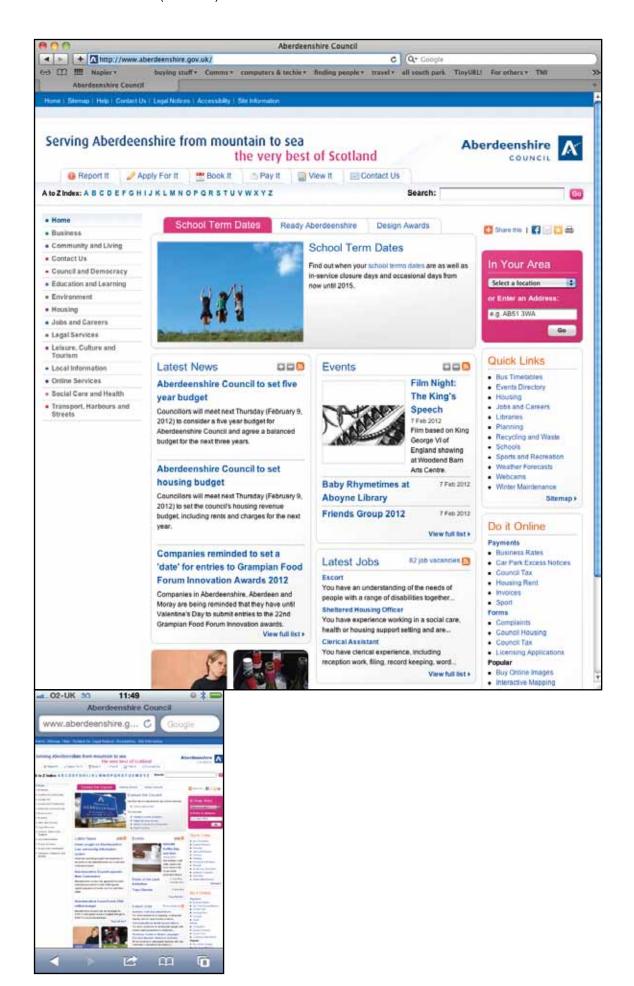
## 2. Screenshots of local government portals, portal analysis forms

Sources for Demographics data:

- Estimated population, population density, % full-time employment (June 30 2010): General Register Office for Scotland, 2011
- Urban/rural data (data for 2009-2010): Scottish Government, 2010.



	Aberdeen City					
URL	http://www.aberdeencity.gov.uk					
Accessibilty tools on entry page	Text size controls					
Other accessibility tools	http://www.aberdeencity.gov.uk/accessibility/acc/ace_accessibility.asp  • Access keys  • Description of how to use Internet Explorer text size tools  • Link to 'My Web My Way'  • Shaw Trust accreditation					
Search tools on entry page	Search box     Alphabetical menu					
Clicks to obtain recycling centre addresses	3					
Research tools on entry page	Nothing obvious					
Feedback tools on entry page	<ul> <li>Contact Us</li> <li>Check it</li> <li>Report it</li> <li>Have your say (current consultations, planning applications, current 5-year business plan)</li> </ul>					
Personalisation	Nothing obvious					
SNL clearly implemented on entry page	Yes					
Privacy policy easily found	Yes - see http://www.aberdeencity.gov.uk/home/SiteInformation.asp					
Cookie policy	Yes - see http://www.aberdeencity.gov.uk/home/SiteInformation.asp					
Terms of use statement easily found	Yes - on http://www.aberdeencity.gov.uk/home/SiteInformation.asp					
Entry page fits 20" monitor?	No					
Mobile site	No					
Entry page or mobile site fits iPhone screen	No - normal site failed to render on iPhone					
Response from SLG team	'Email received' reply only					
Demographics (All-Scotland values given in parentheses)	Estimated population     % full-time employment     75·3     Population density (persons per km²)     Urban/rural data (% of population)  Large Urban     92·9     (38·9)					
	Other Urban 0·0 (30·6)  Accessible Small Towns 5·4 (8·5)  Remote Small Towns 0·0 (3·8)  Accessible Rural 1·6 (11·6)  Remote Rural 0·0 (6·5)					

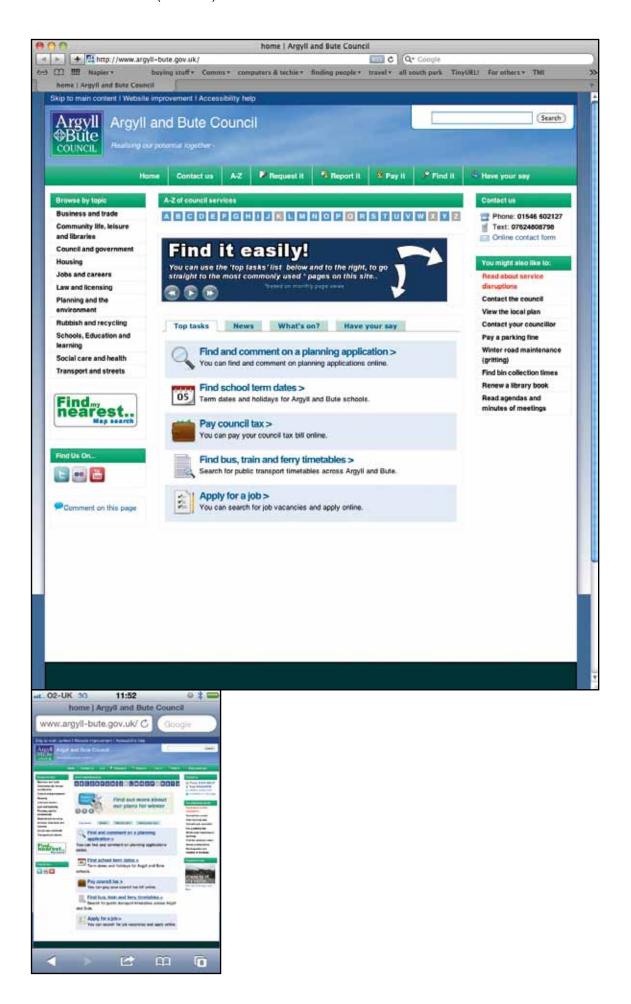


Aberdeenshire					
URL	http://www.aberdeenshire.gov.uk				
Accessibilty tools on entry page	Nothing obvious				
Other accessibility tools	http://www.aberdeenshire.gov.uk/online/accessibility.asp  • Skip navigation feature for screen-readers, text-only browsers etc  • Guide to browser settings (Firefox, Internet Explorer [versions 6, 7, 8], Netscape Navigator, Opera)  • Mention of 3rd-party screen-readers  • Shaw Trust accreditation				
Search tools on entry page	Search box     Alphabetical menu				
Clicks to obtain recycling centre addresses	2				
Research tools on entry page	Nothing obvious				
Feedback tools on entry page	Report it     Pay it     Contact us				
Personalisation	Nothing obvious				
SNL clearly implemented on entry page	No - most top-level headings covered but 'planning and the environment' noticably absent				
Privacy policy easily found	Yes - see http://www.aberdeenshire.gov.uk/online/legal.asp				
Cookie policy easily found	Yes - see http://www.aberdeenshire.gov.uk/online/legal.asp				
Terms of use statement easily found	Yes - see http://www.aberdeenshire.gov.uk/online/legal.asp				
Entry page fits 20" monitor?	No				
Mobile site	No				
Entry page or mobile site fits iPhone screen	No				
Response from SLG team	Q1. In its current form the website has existed for around 3 years in terms of design. The technology in the background for around 5 years. That being said, the site is always evolving and recent changes to the homepage were made towards the end of last year. Changes to landing pages are ongoing and the design is always evolving.				
	Q2a. This is decided by user testing both internally and externally to the Council, along with prioritising in terms of impact to the Council. We also decide on priority by analysing Searches and Keywords people use both on the site, and coming from Google.				
	Q2b. We use a combination of Dreamweaver templates, and .Net MasterPages, along with include files for the Navigation elements.				
	Q3. We are currently working on this and due to launch in the next month or two. We will have a web version of the site, along with a cultural app designed for Android, BlackBerry and iPhone				
	Q4. The site has been designed with Accessibility in mind. After researching our site visitors we found that the majority use their own software for oral browsing. We therefore focussed our accessibility work on making sure all areas of the site can be read by the majority of accessibility tools rather than forcing our visitors to download one 'recommended' software.				
	Q5. No - we did some cost analysis and decided this was not cost effective. There are proprietary tools out there if required, and we also have access to translators if required by a customer.				
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population 245,780 (5,222,100)</li> <li>% full-time employment 78·0 (75·8)</li> <li>Population density (persons per km²) 39 (67)</li> <li>Urban/rural data (% of population)         Large Urban 0·0 (38·9)         Other Urban 26·0 (30·6)     </li> </ul>				
	Accessible Small Towns 10·0 (8·5)				
	Remote Small Towns       11·2       (3·8)         Accessible Rural       36·8       (11·6)         Remote Rural       16·0       (6·5)				





	Angus
URL	http://www.angus.gov.uk
Accessibilty tools on entry page	Skip navigation
Other accessibility tools	http://www.angus.gov.uk/help.htm  How to use menus  Shaw Trust accreditation  Link to 'My Web My Way'  Guide to browser settings (Internet Explorer, Firefox)  Access keys  Links to 3rd-party screen-readers
Search tools on entry page	Search box     Alphabetical menu
Clicks to obtain recycling centre addresses	2 - also gave links to maps for each centre
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Your council     Have your say
Personalisation	Nothing obvious
SNL clearly implemented on entry page	No - 'business and trade', jobs and careers', 'law and licensing', 'social care and health', 'tourism and visitor attractions' noticably absent, other headings covered by rough equivalents. Planning very obvious
Privacy policy easily found	Yes - see http://www.angus.gov.uk/information.htm
Cookie policy easily found	Yes - see http://www.angus.gov.uk/information.htm
Terms of use statement easily found	Yes - see http://www.angus.gov.uk/information.htm
Entry page fits 20" monitor?	Yes
Mobile site	No
Entry page or mobile site fits iPhone screen	Yes
Response from SLG team	Q1. The current version of the site has existed since 2004
	Q2a. From reviewing other local government websites and reviewing what was considered 'best practice' at the time
	Q2b. We use css to apply styles and include standard menus on most pages
	Q3. We do not currently but are in the process of procuring a Content Management System (CMS) which will have this facility
	Q4. The website has been awarded Shaw Trust accreditation.  Further information can be found on the Help/Accessibility page
	Q5. No. There is a link to Google Translate from the home page.
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population 111,570 (5,222,100)</li> <li>% full-time employment 73·7 (75·8)</li> <li>Population density (persons per km²) 51 (67)</li> <li>Urban/rural data (% of population)         <ul> <li>Large Urban 7·9 (38·9)</li> <li>Other Urban 53·0 (30·6)</li> <li>Accessible Small Towns 11·6 (8·5)</li> <li>Remote Small Towns 0·0 (3·8)</li> </ul> </li> </ul>
	Accessible Rural $26.7$ $(11.6)$ Remote Rural $0.8$ $(6.5)$



	Argyll and Bute
URL	http://www.argyll-bute.gov.uk
Accessibilty tools on entry page	Skip to main content, Accessibility help link
Other accessibility tools	http://www.argyll-bute.gov.uk/accessibility  Link to 'My Web My Way'  Browse aloud enabled  Access keys  'endeavours to conform to level Double-A of the World Wide Web Consortium (W3C) Web Content Accessibility Guidelines 2.0'
Search tools on entry page	Search box     Alphabetical menu
Clicks to obtain recycling centre addresses	2
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Contact us     Report it     Have your say
Personalisation	Nothing obvious
SNL clearly implemented on entry page	No - all top-level headings apart from 'tourism and visitor attractions' clearly visible
Privacy policy easily found	Yes - see http://www.argyll-bute.gov.uk/privacy-policy
Cookie policy easily found	Yes - see http://www.argyll-bute.gov.uk/privacy-policy
Terms of use statement easily found	Yes - see http://www.argyll-bute.gov.uk/privacy-policy
Entry page fits 20" monitor?	Yes
Mobile site	No
Entry page or mobile site fits iPhone screen	Yes
Response from SLG team	<ul> <li>Q1. The current site was launched on Dec 16th 2010</li> <li>Q2a. We use a combination of factors to decide on the layout and content for our homepage and landing pages. This includes:         <ul> <li>User testing and monitoring customer journeys on the site. This helps us place content</li> </ul> </li> </ul>
	<ul> <li>and navigation in the most obvious or intuitive position for most people.</li> <li>Top tasks - what do our customers look at most?, what is requested most? We use this as a basis for what should appear on main pages.</li> </ul>
	Q2b. We use a content management system which separates style and content allowing our content authors to focus on getting the information on the site without having to worry about the look and feel of the site.  Menu position and contents are all decided by the central web team.
	Q3. We are currently investigating several options around a mobile version of the site.
	Q4. We offer the Browse aloud service on our site. We are also working on the site at the moment to ensure it fully complies with W3C WCAG 2.0 recommendations
	Q5. Yes, we are investigating ways of incorporating more Gaelic pages in the site
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population 89,200 (5,222,100)</li> <li>% full-time employment 74·9 (75·8)</li> <li>Population density (persons per km²) 13 (67)</li> <li>Urban/rural data (% of population)         Large Urban 7·0 (38·9)     </li> </ul>
	Other Urban 17·2 (30·6)
	Accessible Small Towns 0.0 (8.5)
	Remote Small Towns 30·0 (3·8) Accessible Rural 7·6 (11·6)
	Remote Rural 45·2 (6·5)



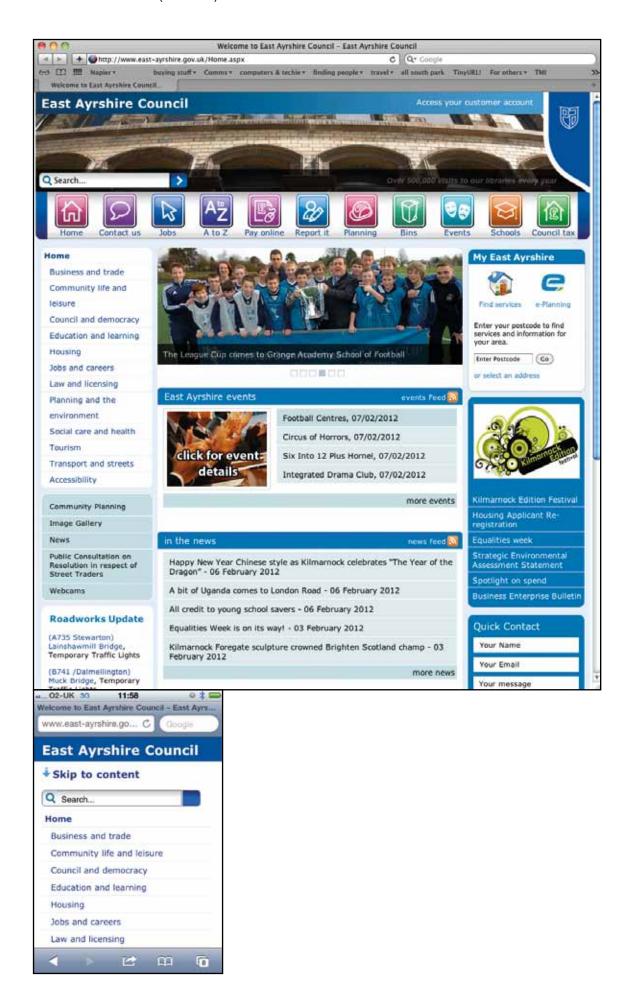
	Clackmannanshire					
URL	http://www.clacksweb.org.uk					
Accessibilty tools on entry page	Accessibility link in page footers is a broken link					
Other accessibility tools	Taken from http://www.clacksweb.org.uk/site/webaccessibility/:  • 'target is to meet or exceed the provisions of the WCAG (Web Content Accessibility Guidelines) Conformance Level "AA"'  • text-resizing allowed  • aim to use design to minimise issues for visually impaired visitors  • aim to use appropriately-labelled hyperlinks  • provision of access keys					
Search tools on entry page	Search box     Alphabetical menu					
Clicks to obtain recycling centre addresses	2					
Research tools on entry page	Nothing obvious					
Feedback tools on entry page	Contact us     'Comments and complaints' link in page footers					
Personalisation	Yes - 'my clacksweb'					
SNL clearly implemented on entry page	No - all top-level headings apart from 'jobs and careers' clearly visible					
Privacy policy easily found	Yes - see http://www.clacksweb.org.uk/site/privacy/					
Cookie policy easily found	Yes - see http://www.clacksweb.org.uk/site/privacy/ Very obvious on iPhone					
Terms of use statement easily found	Yes - see http://www.clacksweb.org.uk/site/disclaimer/					
Entry page fits 20" monitor?	No					
Mobile site	No					
Entry page or mobile site fits iPhone screen	No					
Response from SLG team	'Email received' reply only					
Demographics (All-Scotland values given in parentheses)	Estimated population					
	Remote Rural 0.0 (6.5)					



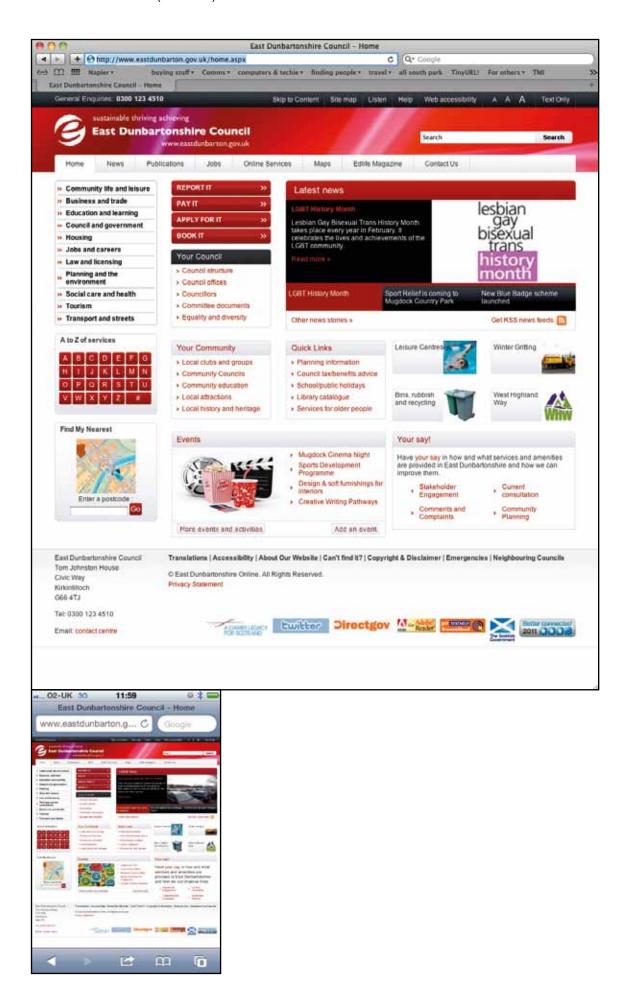
	Dumfries and Galloway
URL	http://www.dumgal.gov.uk
Accessibilty tools on entry page	Skip navigation     Accessibility help link     Text-size control
Other accessibility tools	http://www.dumgal.gov.uk/index.aspx?articleid=9  • 'will adhere to the World Wide Web Consortium (W3C)'s AA standard'  • Shaw Trust accreditation  • Access keys  • List of keyboard shortcuts in Windows 95, 98, ME, 2000  • Link to 'My Web My Way'  • Browse Aloud enabled
Search tools on entry page	Search box     Alphabetical menu
Clicks to obtain recycling centre addresses	2
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Contact us
Personalisation	Nothing obvious
SNL clearly implemented on entry page	Yes
Privacy policy easily found	Yes - see http://www.dumgal.gov.uk/index.aspx?articleid=3387
Cookie policy easily found	Yes - see http://www.dumgal.gov.uk/index.aspx?articleid=6581
Terms of use statement easily found	Yes - see http://www.dumgal.gov.uk/index.aspx?articleid=3387
Entry page fits 20" monitor?	Yes
Mobile site	No
Entry page or mobile site fits iPhone screen	No
Response from SLG team	<ul> <li>Q1. Our website was established in 1997 but has existed in its current form since November 2008.</li> <li>Q2a. Some of the features on the home page were transferred from the existing site. But we took best practice from Socitm (Socitm is the membership association for all ICT professionals working in Local Authorities and the Public and Third Sectors and suppliers to those sectors) and Jakob Nielsen who is the world's leading expert on Web usability. We analysis our website stats on a monthly basis, to manage the 'popular searches' section on the home page, which reflects the top tasks carried out on the website.</li> <li>Q2b. We use a content management system (Goss iCM) to manage and develop the site. It works by allowing content to be entered in to a central database. The content is displayed as a page using customised templates. How the content appears on the website is determined by the template that we use. We also adopted the Scottish Navigation List (SNL) as our main navigation down the left hand side. As part of the Improvement Service's Customer First Programme, Scottish Councils worked together to develop the SNL. The aim was to help citizens access services and find, in a consistent way, what they were looking for on council websites.</li> <li>Q3. No, not at the moment, but this is something we are considering.</li> <li>Q4. Visitors can listen to our website with BrowseAloud, which is free to website visitors and can be easily downloaded from the BrowseAloud Website. You can find out more on our Accessibility Help page: http://www.dumgal.gov.uk/index.aspx?articleid=9</li> <li>Q5. No, not at the moment, but this is something we need to look at.</li> </ul>
Demographics (All-Scotland values given in parentheses)	Estimated population



	Dundee					
URL	http://www.dundeecity.gov.uk					
Accessibilty tools on entry page	Text size control     Brousealoud link					
Other accessibility tools	Accessibility policy taken from http://www.dundeecity.gov.uk/accstatement/:  • Level "A" accessibility guidelines (All pages)  • Level "AAA" accessibility guidelines (As many pages as possible)  • XHTML 1.0 Transitional (All pages)  • CSS 2.0 (All pages)					
Search tools on entry page	Search box     Alphabetical menu					
Clicks to obtain recycling centre addresses	2					
Research tools on entry page	Nothing obvious					
Feedback tools on entry page	Contact us					
Personalisation	Nothing obvious					
SNL clearly implemented on entry page	No					
Privacy policy easily found	Yes - see http://www.dundeecity.gov.ul	k/tandc/				
Cookie policy easily found	Yes - see http://www.dundeecity.gov.ul	k/privacy/				
Terms of use statement easily found	Yes - see http://www.dundeecity.gov.ul	k/tandc/				
Entry page fits 20" monitor?	Yes					
Mobile site	No					
Entry page or mobile site fits iPhone screen	Yes					
Response from SLG team	No reply received					
Demographics (All-Scotland values given in parentheses)	Estimated population     % full-time employment     Population density (persons per km²)     Urban/rural data (% of population)     Large Urban     Other Urban     Accessible Small Towns     Remote Small Towns     Accessible Rural	144,290 74·6 2412 99·6 0·0 0·0 0·0 0·4	(5,222,100) (75·8) (67) (38·9) (30·6) (8·5) (3·8) (11·6)			
	Remote Rural	0.0	(6.5)			

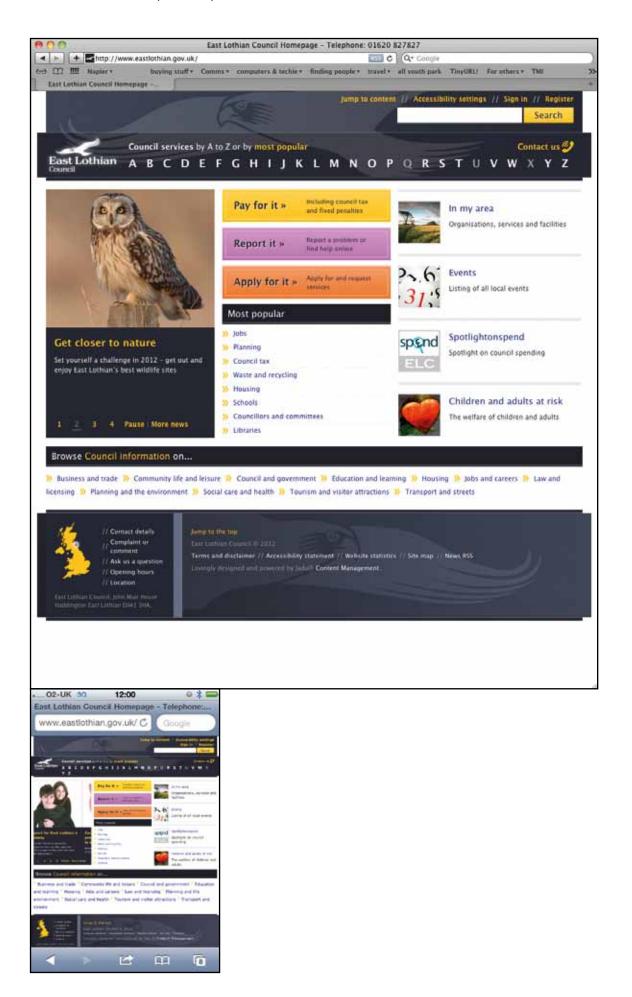


	East Ayrshire					
URL	http://www.east-ayrshire.gov.uk					
Accessibilty tools on entry page	Nothing obvious					
Other accessibility tools	http://www.east-ayrshire.gov.uk/help/Accessibility.aspx Guide to setting text sizes in Internet Explorer and Firefox Access keys					
Search tools on entry page	Search box     Link to A-Z of information					
Clicks to obtain recycling centre addresses	Could not find by using links but search box led easily to desired information					
Research tools on entry page	Nothing obvious					
Feedback tools on entry page	Contact us     Report it					
Personalisation	Link to customer accounts in page headers     'My East Ayrshire' link on entry page					
SNL clearly implemented on entry page	Yes					
Privacy policy easily found	Yes - see http://www.east-ayrshire.gov.uk/help/PrivacyPolicy.aspx					
Cookie policy easily found	Yes - see http://www.east-ayrshire.gov.uk/help/PrivacyPolicy.aspx					
Terms of use statement easily found	Yes - see http://www.east-ayrshire.gov.uk/help/CopyrightandDisclaimer.aspx					
Entry page fits 20" monitor?	No					
Mobile site	Yes					
Entry page or mobile site fits iPhone screen	No					
Response from SLG team	'Email received' reply only					
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population</li> <li>% full-time employment</li> <li>Population density (persons per km²)</li> <li>Urban/rural data (% of population)</li> <li>Large Urban</li> <li>Other Urban</li> <li>Accessible Small Towns</li> <li>Remote Small Towns</li> <li>(5,222,100)</li> <li>(75·8)</li> <li>(67)</li> <li>(67)</li> <li>(38·9)</li> <li>(30·6)</li> <li>(8·5)</li> <li>(3·6)</li> <li>(3·8)</li> </ul>					
	Accessible Rural $18.5$ $(11.6)$ Remote Rural $8.6$ $(6.5)$					
	3 3 (3 3)					



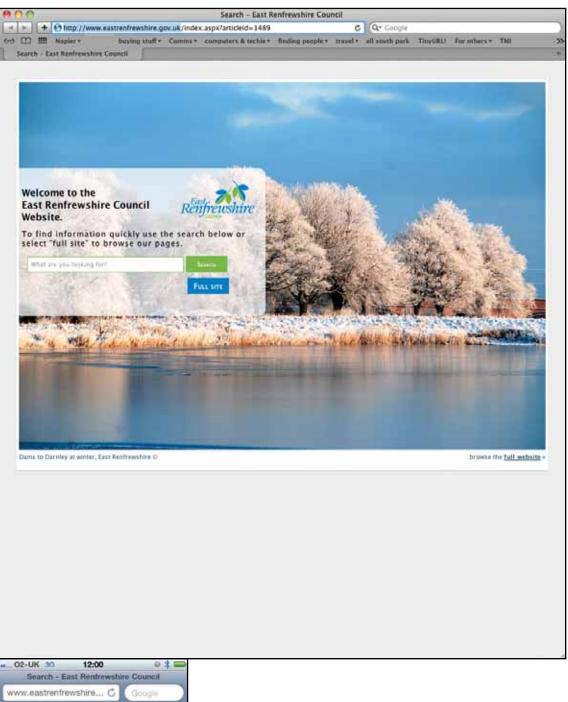
	East Dunbartonshire
URL	http://www.eastdunbarton.gov.uk
Accessibilty tools on entry page	Skip to content     Listen     Help     Web Accessibility link     Text size controls     Text only link
Other accessibility tools	Links to information on http://www.eastdunbarton.gov.uk/system_pages/web_accessibility. aspx?StyleType=BlackonWhite&StyleClass=ColourScheme about: Access Keys Accessibility Adobe Acrobat Reader Browsealoud Copyright and disclaimer Council Logo Privacy & Data Protection Search Help Text Resizing Translations Typetalk Website Service Standards Option of yellow text on black background for entire site
Search tools on entry page	Search box     Alphabetical menu
Clicks to obtain recycling centre addresses	2
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Contact us Link to contact centre Report it
Personalisation	Nothing obvious
SNL clearly implemented on entry page	Yes
Privacy policy easily found	Yes - see http://www.eastdunbarton.gov.uk/system_pages/help_and_guidance/privacy data_protection.aspx
Cookie policy easily found	Yes - see http://www.eastdunbarton.gov.uk/system_pages/about_our_website/use_of_ cookies_on_our_site.aspx
Terms of use statement easily found	Yes - see http://www.eastdunbarton.gov.uk/system_pages/help_and_guidance/copyright_and_disclaimer.aspx
Entry page fits 20" monitor?	Yes
Mobile site	No
Entry page or mobile site fits iPhone screen	Yes

Response from SLG team	Q1. The website has existed in its current form since August 2010.	
	Q2a. If by 'entry page' you are referring to the Home page, items were chosen according popularity (number of visits) and whether it was considered a 'Top Task'. Generally, most important tasks occupy the promotional buttons (ie Pay it, Report it, Apply for i Book it, Bins, rubbish and recycling, Leisure, gritting (only during the winter months)	the t,
	The navigation structure on the left was based on the Scottish Navigation List (SNL) aim of this is to help customers find information in a consistent way, irrespective of the local government website they are using. I have provided a link on the SNL for further information <a href="https://doc.esd.org.uk/ScottishNavigationList/1.03.html">https://doc.esd.org.uk/ScottishNavigationList/1.03.html</a> .	he
	Q2b. Various templates have been designed to give the different types of page a commor 'look and feel'. This also helps to maintain a degree of consistency to the way information appears on the website. We have also agreed a corporate standard size images.	
	Q3. Although we do not have anything in place at present, I'm sure that future developm will incorporate this aspect in order to move forward with technology and provide customers with more ways to access the website.	nent
	Q4. The website enables customers with reading difficulties to download Browsealoud software. It also provides the facilty to enable customers to listen to PDFs. In addition we also provide Access Keys to make it possible for users to use their keyboard to judirectly to certain pages on the website without having to move their mouse (http://weastdunbarton.gov.uk/system_pages/access_keys.aspx)	ump
	For further information on accessibility please see <a href="http://www.eastdunbarton.gov.uksystem_pages/help_and_guidance/accessibility.aspx">http://www.eastdunbarton.gov.uksystem_pages/help_and_guidance/accessibility.aspx</a>	k/
	Q5. There are no plans to have versions of the website available in different languages, however we do provide a link to the Google Translation service for users. You can vithis page using the following URL: http://www.eastdunbarton.gov.uk/system_pages/help_and_guidance/translations.aspx	iew
Demographics	• Estimated population 104,580 (5,222,100)	
(All-Scotland values given in	• % full-time employment 73·7 (75·8)	
parentheses)	<ul> <li>Population density (persons per km²)</li> <li>Urban/rural data (% of population)</li> <li>(67)</li> </ul>	
	Large Urban 60·4 (38·9)	
	Other Urban 26·4 (30·6)	
	Accessible Small Towns 7.5 (8.5)	
	Remote Small Towns 0.0 (3.8)	
	Accessible Rural 5.7 (11.6)	
	Remote Rural 0·0 (6·5)	

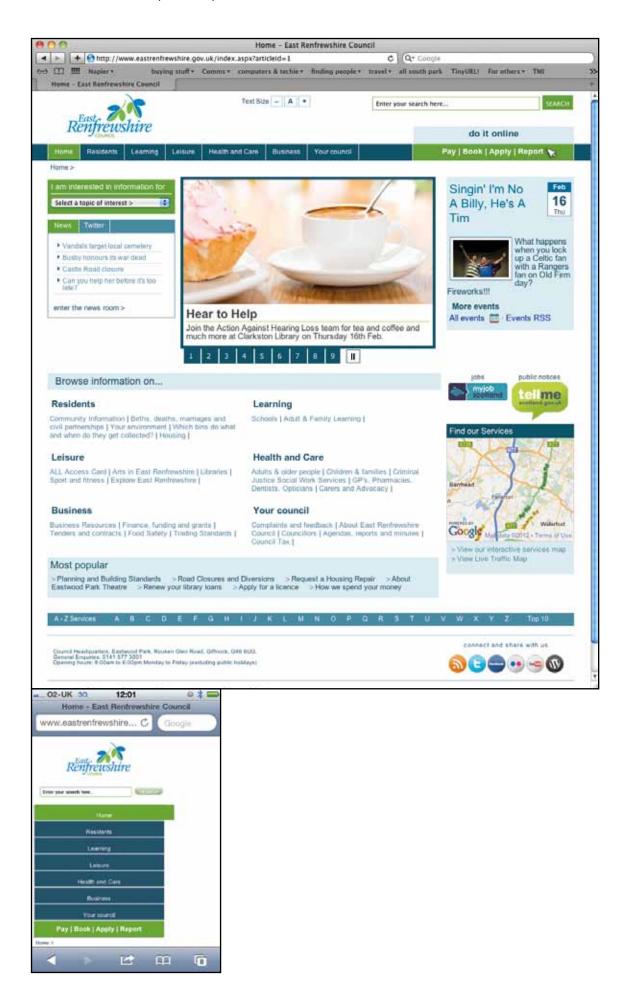


	East Lothian
URL	http://www.eastlothian.gov.uk
Accessibilty tools on entry page	Jump to content     Accessibility settings link
Other accessibility tools	http://www.eastlothian.gov.uk/accessibility/settings  • Browse aloud  • Access keys  • text size, font and letter-spacing controls  • High contrast and soft background options controls
Search tools on entry page	Search box     Alphabetical menu
Clicks to obtain recycling centre addresses	2
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Report it     Contact details     Complaint or comment     Ask us a question     Opening hours     Location
Personalisation	Personal accounts available
SNL clearly implemented on entry page	Yes
Privacy policy easily found	Yes - see http://www.eastlothian.gov.uk/terms
Cookie policy easily found	Yes - see http://www.eastlothian.gov.uk/terms
Terms of use statement easily found	Yes - see http://www.eastlothian.gov.uk/terms
Entry page fits 20" monitor?	Yes
Mobile site	No
Entry page or mobile site fits iPhone screen	Yes
Response from SLG team	<ul> <li>Q1. We upgraded our CMS last October, and at the same point took the opportunity to redesign and re-organise our homepages and navigation. This re-fresh went live on the 25th November.</li> <li>We are now into the second phase of the re-development which is focusing on rewriting, and re-organising the content. We hope to have achieved this within the next two months</li> <li>Q2a. The key factors were based around customer need, to determine this we looked at Google Analytic stats to determine which were the most common tasks the public were trying to achieve on our site. These then made up the main links on the home page, as well as the main navigation on the subsequent category homepages.</li> <li>Q2b. This is something we are still working on at the moment, as we feel consistency is key in user experience. Previously this hadn't been a top priority. In order to achieve this, I have designed a page template which all pages should replicate. E.g image always the same size and in the same position, contact details always in the same position and consistency in house writing style. Web editors in the organisation (who generate the content) are now being trained to produce consistent pages.</li> <li>Q3. We do not currently have a mobile version of the site, however our site can be viewed and used on mobile devices in its current format. 10% of our users access the site via a mobile device.</li> <li>We are currently looking at other councils who have mobile sites / service apps to see if they are cost effective, and if the demand grows for this type of service we will investigate further.</li> <li>Q4. All our accessibility information can be found on this page: http://www.eastlothian.gov.uk/accessibility/settings</li> <li>Q5. Not at this stage.</li> </ul>
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population</li> <li>% full-time employment</li> <li>Population density (persons per km²)</li> <li>Urban/rural data (% of population)</li> <li>Large Urban</li> <li>Other Urban</li> <li>Accessible Small Towns</li> <li>Remote Small Towns</li> <li>Remote Rural</li> <li>(5,222,100)</li> <li>(67)</li> <li>(67)</li> <li>(82)</li> <li>(88-9)</li> <li>(80-6)</li> <li>(8-5)</li> <li>(8-5)</li> <li>(8-5)</li> <li>(8-6)</li> <li>(8-7)</li> <li>(8-8)</li> <li>(8-9)</li> <li>(8-9)&lt;</li></ul>

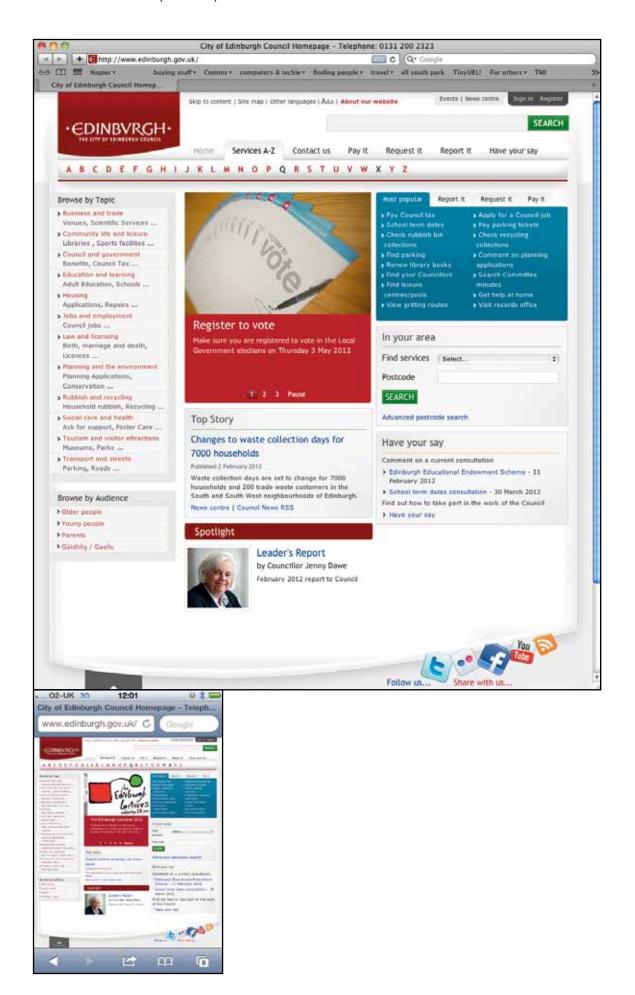
## East Renfrewshire 'cover pages'







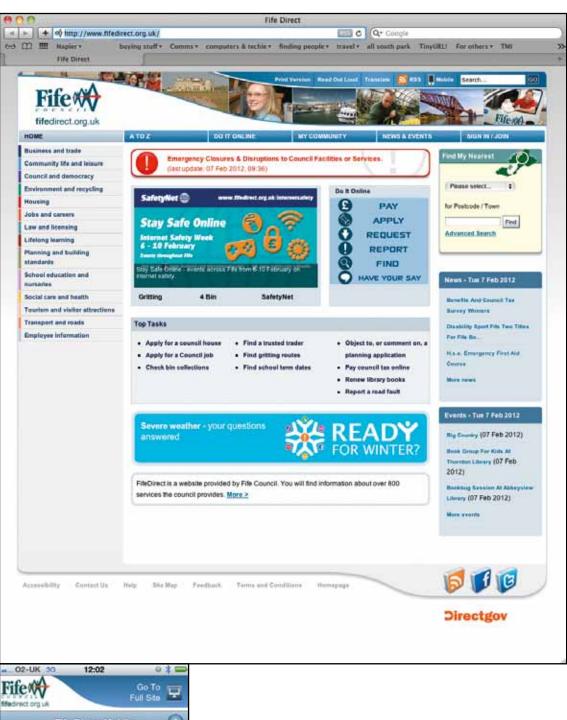
	East Renfrewshire
URL	http://www.eastrenfrewshire.gov.uk
Accessibilty tools on entry page	Text size controls
Other accessibility tools	Taken from http://www.eastrenfrewshire.gov.uk/index.aspx?articleid=1526:  • Standard layout and navigation structure across the site  • Capacity for users to skip directly to the content area of the page  • Headings and paragraphs on pages which aid navigation with alternative browsers  • Text for links that make sense when read out of context  • 'Breadcrumb' trail to help with navigation within a section of the site  • Access keys to jump to specific areas of the page / website  • Cascading style sheets (CSS) are used for visual layout and presentation - on screen and print.  • Relative font sizes, compatible with the user-specified 'text size' option in visual browsers  • Content which can be still be read even if your browser does not support stylesheets at all.
Search tools on entry page	Search box on 'cover page'     Alphabetical menu
Clicks to obtain recycling centre addresses	3
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Report
Personalisation	Nothing obvious
SNL clearly implemented on entry page	No
Privacy policy easily found	Yes - see http://www.eastrenfrewshire.gov.uk/index.aspx?articleid=1529
Cookie policy easily found	Yes - see http://www.eastrenfrewshire.gov.uk/index.aspx?articleid=1529
Terms of use statement easily found	Yes - see http://www.eastrenfrewshire.gov.uk/index.aspx?articleid=1529
Entry page fits 20" monitor?	No
Mobile site	Yes
Entry page or mobile site fits iPhone screen	No
Response from SLG team	<ul> <li>Q1. The current website has been live since December 2011; the website has been in existence since 1999.</li> <li>Q2a. It's all based on user testing and analytics. We know what pages are popular and ensure they're easily accessible, we also try to promote content to increase usage.</li> <li>We've chosen a radical new look for our homepage, effectively it's a search page. We did this based on research that most users search for information rather than persevere with searching for information on navigation structures. On or old site we had over 2,500 pages, this is typical for a council as we deliver lots of services. However, the site had grown organically over the years with departments' adding content that probably didn't add real value. We have a facility to attribute keywords to articles and also determine how they're weighted on our search facility. For example we can add 'holiday dates' as a keyword and boost the search on that article so if someone types that search term it appears at the top of the search list. Without this functionality we couldn't have adopted this type of homepage. In addition, we've tried to streamline the content and reduce pages from 2,500 to 800 to ensure the most important content is not diluted by information that doesn't really need to be included.</li> <li>Q2b. We use a content management system, we have around 80 content contributors but they can't alter the design they simply add/edit/delete content.</li> <li>Q3. We've got a mobile style sheet and we're exploring the idea of creating a mobile version.</li> <li>Q4. We don't have software available; however we ensure that our web pages are coded to the highest possible standard. Our site does incorporate 3rd party software for transactions etc so they are elements that we are not in control over.</li> <li>Q5. Not at present</li> </ul>
Demographics (All-Scotland values given in parentheses)	Estimated population



	Edinburgh City			
URL	http://www.edinburgh.gov.uk			
Accessibility tools on entry page	Skip to content     Other languages link     Text-size controls			
Other accessibility tools	Breadcrumb feature			
Search tools on entry page	Search box     Find services feature     Alphabetical menu			
Clicks to obtain recycling centre addresses	3			
Research tools on entry page	Nothing obvious			
Feedback tools on entry page	Contact us     Report it     Have your say			
Personalisation	Personal accounts available			
SNL clearly implemented on entry page	Yes			
Privacy policy easily found	Yes - see http://www.edinburgh.gov.uk.	/privacy		
Cookie policy easily found	Yes - see http://www.edinburgh.gov.uk.	/privacy		
Terms of use statement easily found	Yes - see http://www.edinburgh.gov.uk.	/terms		
Entry page fits 20" monitor?	No			
Mobile site	No			
Entry page or mobile site fits iPhone screen	No			
Response from SLG team	'Email received' reply only			
Demographics (All-Scotland values given in parentheses)	Estimated population     % full-time employment     Population density (persons per km²)     Urban/rural data (% of population)     Large Urban     Other Urban     Accessible Small Towns     Remote Small Towns     Accessible Rural	486,120 76·4 1843 96·3 0·0 2·6 0·0 1·1	(5,222,100) (75·8) (67) (38·9) (30·6) (8·5) (3·8) (11·6)	
	Remote Rural	0.0	(6.5)	

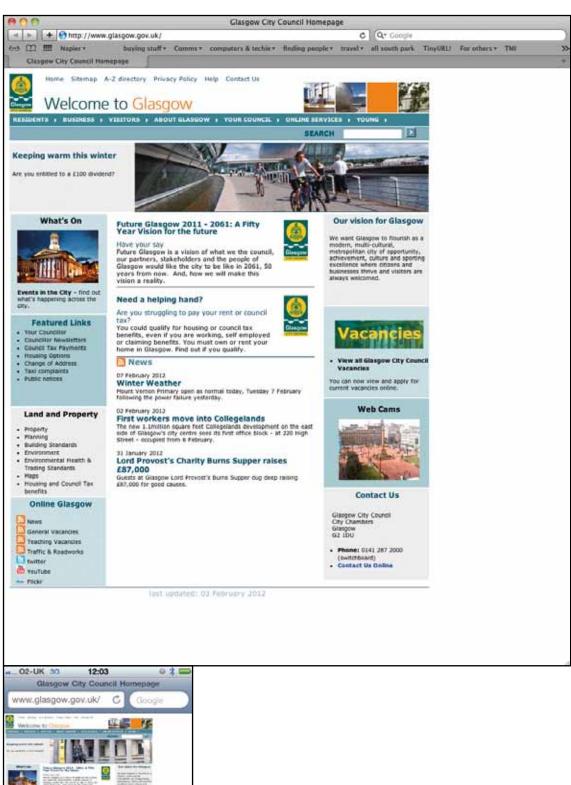


	Falkirk
URL	http://www.falkirk.gov.uk
Accessibility tools on entry page	Link to accessibility page     Help
Other accessibility tools	http://www.falkirk.gov.uk/accessibility.aspx
Search tools on entry page	Search box     Link to A-Z of information
Clicks to obtain recycling centre addresses	Not obtained by clicking but search box led easily to desired information
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Contact us
Personalisation	Nothing obvious
SNL clearly implemented on entry page	No
Privacy policy easily found	Yes - see http://www.falkirk.gov.uk/terms_and_conditions.aspx
Cookie policy easily found	Yes - see http://www.falkirk.gov.uk/terms_and_conditions.aspx
Terms of use statement easily found	Yes - see http://www.falkirk.gov.uk/terms_and_conditions.aspx
Entry page fits 20" monitor?	Yes
Mobile site	No
Entry page or mobile site fits iPhone screen	Yes
Response from SLG team	Q1. The website has been in its current state for 6 years
	Q2a. There are only three people within Falkirk Council that have access to update content on the website which is why we have such control over the layout of each page  Q2b. The contents of the home page are discussed within our team and we decide on placement and priority given to links depending on the relation of the content to the public
	Q3. At this point we have no plans to accommodate mobile phone browsers but this may be something we address in coming years
	Q4. We have a piece of software that interacts with Windows Media player which allows for the text on the page to be read out to a user. The listen button can be found on all our pages on the top right hand side of a page except for the home page
	Q5. Currently we only present the website in English but documents can be requested in other formats and languages by contacting our contact centre
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population 153,280 (5,222,100)</li> <li>% full-time employment 78·6 (75·8)</li> <li>Population density (persons per km²) 515 (67)</li> <li>Urban/rural data (% of population)         <ul> <li>Large Urban 0·0 (38·9)</li> <li>Other Urban 90·9 (30·6)</li> <li>Accessible Small Towns 0·0 (8·5)</li> </ul> </li> </ul>
	Remote Small Towns $0 \cdot 0$ $(3 \cdot 8)$ Accessible Rural $9 \cdot 1$ $(11 \cdot 6)$ Remote Rural $0 \cdot 0$ $(6 \cdot 5)$





	Fife
URL	http://www.fifedirect.org.uk
Accessibility tools on entry page	Print version Read out loud Translate
Other accessibility tools	<ul> <li>http://www.fifedirect.org.uk/footer/index.cfm?fuseaction=access.display</li> <li>Access keys, including use guides for browsers running under Windows, MacOS and Mandrake Linux</li> <li>Contact details for translators (Urdu/Punjabi, Chinese, Bengali, Arabic, Polish) and alternative (braille, large print, on tape) formats of council documents</li> </ul>
Search tools on entry page	Search box     Find my nearest     Advanced search
Clicks to obtain recycling centre addresses	NA - but 'find my nearest' was the equivalent of 3 clicks
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Contact us Feedback Have your say Report
Personalisation	Personal accounts available
SNL clearly implemented on entry page	Yes
Privacy policy easily found	Yes - see https://www.fifedirect.org.uk/footer/index.cfm?fuseaction=tandc.display
Cookie policy easily found	Yes - see https://www.fifedirect.org.uk/footer/index.cfm?fuseaction=tandc.display
Terms of use statement easily found	Yes - see https://www.fifedirect.org.uk/footer/index.cfm?fuseaction=tandc.display
Entry page fits 20" monitor?	Yes
Mobile site	Yes - including link to feed back on mobile site
Entry page or mobile site fits iPhone screen	No
Response from SLG team	<ul> <li>Q1. The site went through a significant redesigned in March 2011 but has been in existence since 2002</li> <li>Q2a. User statistics and feedback from the Society of IT Management (SOCITM) influenced the content placed on each of our web pages. The navigation was influenced by the SNL (Scottish Navigation List) and the SSL (Scottish Services List) which aim to provide a consistent way for citizens to access council services (http://doc.esd.org.uk/ScottishNavigationList/1.03.html).</li> <li>Q2b. We use cascading style sheets to control the general look-and-feel of the site (i.e. colours, font, spacing, etc) and use templates to build header, footer, navigation and content elements of all pages through out the site.</li> <li>Q3. We have a mobile version of fifeDirect that went live November 2011 (http://m.fifedirect.org.uk). It features an automatic redirect for most mobile devices but also provides the user with an option to go to the full site. The mobile site currently provides a cut down version of content from the main site but we plan to increase the features available on the mobile site. We also use Looking Local (http://lookinglocal.gov.uk/site/) to provide a version of the site through interactive service on Sky TV, Virgin and broadband enabled Freeview.</li> <li>Q4. We use the 'ReadSpeaker' software to provide a 'read out loud' service on all pages. We also provide access keys for navigation and additional information about accessibility and alternative formats (http://www.fifedirect.org.uk/footer/index.cfm?fuseaction=access.display).</li> <li>Q5. The Microsoft Translator is available on all pages. We also provide additional information about translation services and alternative formats (http://www.fifedirect.org.uk/footer/index.cfm?fuseaction=translate.display)</li> </ul>
Demographics (All-Scotland values given in parentheses)	Estimated population 365,020 (5,222,100)     % full-time employment 78·2 (75·8)     Population density (persons per km²) 276 (67)     Urban/rural data (% of population)      Large Urban 0·0 (38·9)     Other Urban 66·5 (30·6)     Accessible Small Towns 15·7 (8·5)     Remote Small Towns 0·0 (3·8)     Accessible Rural 17·8 (11·6)     Remote Rural 0·0 (6·5)





	Glasgow City			
URL	http://www.glasgow.gov.uk			
Accessibility tools on entry page	None			
Other accessibility tools	http://www.glasgow.gov.uk/en/Help/Accessibility/  users should change text and colour options in their browsers - no instructions given  Browsealoud link given			
Search tools on entry page	Search box			
Clicks to obtain recycling centre addresses	4			
Research tools on entry page	Nothing obvious			
Feedback tools on entry page	Contact us			
Personalisation	Nothing obvious			
SNL clearly implemented on entry page	No			
Privacy policy easily found	Yes - see http://www.glasgow.gov.uk/en/PrivacyPolicy/index.htm			
Cookie policy easily found	Yes - see http://www.glasgow.gov.uk/en/PrivacyPolicy/index.htm			
Terms of use statement easily found	Yes - see http://www.glasgow.gov.uk/en/PrivacyPolicy/index.htm			
Entry page fits 20" monitor?	Yes			
Mobile site	No			
Entry page or mobile site fits iPhone screen	No			
Response from SLG team	No reply received			
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population 592,820 (5,222,100)</li> <li>% full-time employment 76·3 (75·8)</li> <li>Population density (persons per km²) 3378 (67)</li> <li>Urban/rural data (% of population)         <ul> <li>Large Urban 99·8 (38·9)</li> <li>Other Urban 0·0 (30·6)</li> <li>Accessible Small Towns 0·0 (8·5)</li> <li>Remote Small Towns 0·0 (3·8)</li> <li>Accessible Rural 0·2 (11·6)</li> </ul> </li> </ul>			
	Remote Rural 0.0 (6.5)			

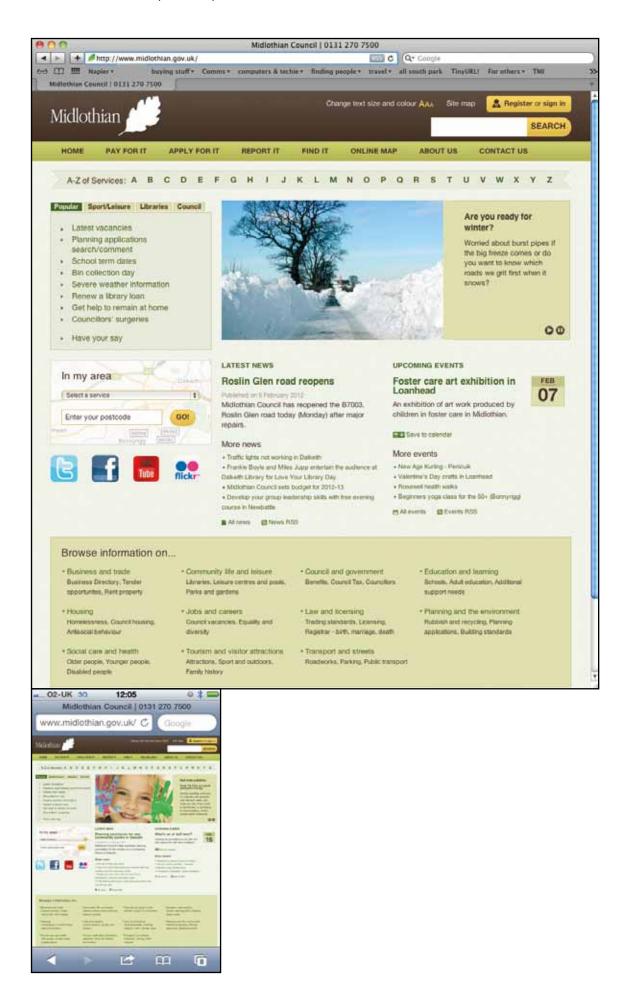


	Highland			
URL	http://www.highland.gov.uk			
Accessibility tools on entry page	Skip to main content			
Other accessibility tools	http://www.highland.gov.uk/accessibility.htm  • Deliberately not using access keys because they may interfere with shortcut keys in adaptive technology browsers  • Links to download modern browsers  • Link to 'My Web My Way'			
Search tools on entry page	Search box     Advanced search     Alphabetical menu			
Clicks to obtain recycling centre addresses	2			
Research tools on entry page	Nothing obvious			
Feedback tools on entry page	Contact us			
Personalisation	Link to gaelic version of site			
SNL clearly implemented on entry page	Yes			
Privacy policy easily found	Yes - see http://www.highland.gov.uk/contentdisclaimer/			
Cookie policy easily found	Yes - see http://www.highland.gov.uk/contentdisclaimer/			
Terms of use statement easily found	Yes - see http://www.highland.gov.uk/contentdisclaimer/			
Entry page fits 20" monitor?	Yes			
Mobile site	No			
Entry page or mobile site fits iPhone screen	No			
Response from SLG team	Q1. The site was launched in its current environment in April 2006			
	Q2a.The public relations manager is the editor in chief of the site he decides on the items for the home page. Other sections such as the quick links are decided by corporate priorities. The home page has evolved a bit since April 2006. The navigation headings are from a Scottish National Standard for Local Authority web sites known as the Scottish Navigation List. Over time we would like the site to become more transaction focussed.			
	Q2b. We use a Content Management systems which enables content to be added by numerous users but the look and feel is restricted by templates.			
	Q3. In 2006 the site was designed to resize for mobile phones but we do not have a separate version. It is uncertain if we will have the funding for a mobile version of the site in the near future.			
	Q4. We have a link to Browsealoud text help and subscribe to this external service which our users can access for free.			
	Q5. At this time we do not have the funding for this. There is some Gaelic content and we would hope to increase this but we are unlikely to be able to provide a Gaelic copy of the entire site. There is information on how to access translation (to enable access to Council services) and this information has been translated on our site.			
Demographics (All-Scotland values given in parentheses)	Estimated population			
	Remote Rural 40·6 (6·5)			





URL	
0/12	http://www.inverclyde.gov.uk
	Link to accessibility pages     Link to text-only version of site
	http://www.inverclyde.gov.uk/Accessibility/  • Access keys  • Controls to select alternative background and text colours
, , , , , , , , , , , , , , , , , , , ,	Search box     Link to A-Z of services
Clicks to obtain recycling centre addresses	6
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Contact us
Personalisation 1	Nothing obvious
SNL clearly implemented on entry page	Yes
Privacy policy easily found	No
Cookie policy easily found	No
	Yes - see http://www.inverclyde.gov.uk/disclaimer-liability/ and http://www.inverclyde.gov.uk/copyright/
Entry page fits 20" monitor?	No
Mobile site	No
Entry page or mobile site fits iPhone screen	No
Response from SLG team	Q1. Since October 2007
	<ul> <li>Q2. Our content management system is template based. Content editors may only change central page content. All other page elements are controlled by the site's template designs. Specific decisions on individual page elements locations were made some years ago so exact information is not available on how these were decided upon at the time.</li> <li>Q3. This will depend on departmental budgets but, generally, yes at some point in the future</li> </ul>
	we aspire to have templates for mobile devices.
	Q4. The site uses BrowseAloud to read back site content. In addition we have content giving advice on changing site colours, access keys that are available to use and information on making visitors' computers read back Adobe PDFs, Word documents etc.
	Q5. No.
(All-Scotland values given in parentheses)	• Estimated population 79,770 (5,222,100) • % full-time employment 75·0 (75·8) • Population density (persons per km²) 497 (67) • Urban/rural data (% of population) Large Urban 0·0 (38·9)
	Other Urban 86·4 (30·6)
	Accessible Small Towns 8:0 (8:5)
	Remote Small Towns 0·0 (3·8) Accessible Rural 5·6 (11·6)
	Remote Rural 0.0 (6.5)



	Midlothian
URL	http://www.midlothian.gov.uk
Accessibility tools on entry page	Link to accessibility tools page
Other accessibility tools	http://www.midlothian.gov.uk/accessibility/settings  Tools to change text size, font, letter spacing and colour scheme
Search tools on entry page	Search box     Find it     Alphabetical menu
Clicks to obtain recycling centre addresses	3
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Report it     Contact us
Personalisation	Personal accounts available
SNL clearly implemented on entry page	Yes
Privacy policy easily found	Yes - see http://www.midlothian.gov.uk/terms
Cookie policy easily found	Yes - see http://www.midlothian.gov.uk/terms
Terms of use statement easily found	Yes - see http://www.midlothian.gov.uk/terms
Entry page fits 20" monitor?	No
Mobile site	No
Entry page or mobile site fits iPhone screen	No

## Response from SLG team

- Q1. The current version of the website has been live for just over a year since 9 February 2010. The Council tendered for and purchased a Content Management System (by a company called Jadu (www.jadu.co.uk) early in 2009, then appointed me as Web Manager in August 2009 and I led the migration of content into the new system over the next 6 months.
- Q2a. Jadu asked us to fill in a Design Survey (questionnaire) to highlight successes and failures of the previous site, to detail the objectives for the new site and to give them some adjectives (professional, modern, welcoming, helpful, clear...) for what we wanted the new site to look like. Their design process was
  - "Moodboards" 4 "look and feel" designs from which we chose 1
  - Wireframes where we worked with them to agree the layout and positioning of content and navigation
  - Content examples of finished templates for us to approve

We (a group of about 9 representatives from the Ccouncil and a couple of 'customers') worked interactively with the designer to come up with the finalised wireframe designs.

The homepage design was a major part of this. Some of the content was suggested from my previous experience (working at Edinburgh and Heriot-Watt Universities and the NHS) that a homepage needs content which changes regularly, in order to keep people coming back – hence the feature box, news and events sections. The rest is mainly about navigating to the rest of the site, in particular the popular content (or "top tasks") that people mostly come to our site for – checking school term dates, looking at planning applications, checking their bin collection day, etc. Eye-tracking research has shown that the most important content should be towards the top and left, so that's why our 'popular links' section is situated there.

The idea with the "landing pages" (sub-section navigation pages) design is that people can navigate from the pictures, rather than the text, and also to make the site a bit more visually appealing.

Q2b. The CMS itself uses Stylesheets (CSS) and standard page templates to ensure consistency of design and navigation. Previously the Council used an internally-designed Content Management System to manage the site, and had over 200 web editors from around the council adding pages, with no real central control. You can still see some of the old pages at <a href="www2.midlothian.gov.uk">www2.midlothian.gov.uk</a>. We now have about 50 Content Creators contributing page content and edits, which are approved before publication by the central web team (me and a colleague) to help ensure quality. Before being given access to the CMS, all the Content Creators have to undergo "Writing for the Web" training, and any content they write which doesn't conform to our Web Editorial Guidelines will be sent back to them for amendment, as part of the editorial workflow process (which is built in to the CMS).

The Navigation and taxonomy is prescribed for all Scottish local authorities by the "Scottish Navigation List" (SNL) www.esd.org.uk/suppliers/Communities/A-ZScotland/ContentView. aspx?ContentType=Content-150. Along with most authorities, we have used this for the top-level navigation but have made minor tweaks (eg name changes) and additions (eg Hillend Snowsports Centre) lower down. We also don't have any content on ports and harbours, for example, as Midlothian is land-locked! One of the main problems with our old site was inconsistency in the use of navigation elements, so to avoid this, only the central web team can make landing pages and edit the homepage. The Content Creators only create pages of content, events and FAQs. The Communications and Marketing team (Public Relations Officers) are responsible for the News and Press Releases, and also contribute to the homepage Feature Box contents.

- Q3. Our site was designed to work on a smartphone, which it indeed does, however Jadu have recently introduced a mobile app which can use content from our website, which I am hoping we will purchase (the budget has to be approved by management). It has already been used with some success by South Lanarkshire: <a href="http://slc.weejot.com/mobile/site.php">http://slc.weejot.com/mobile/site.php</a>
- Q4. There are different stylesheets available: <a href="http://www.midlothian.gov.uk/accessibility/settings">http://www.midlothian.gov.uk/accessibility/settings</a>. At the moment we don't have any browse-aloud software I am looking at a special offer from a company, but of course there are cost implications, which makes it difficult in this time of cuts. However in my experience most blind people have their own text-reading software such as JAWS so I'm not sure how much benefit this will be.
- Q5. No. The cost of doing this would be quite prohibitive, and we don't have a large population of non-english speakers. Also, I've found that modern browsers (such as Google Chrome) are doing a very good job of translating foreign websites, so I would anticipate that this would not be necessary as I could point any foreign residents at a translating Browser. Having said that, the Council's Communication Standards mean that if a resident requests a publication in large print, audio or in a foreign language then we will of course try to accommodate their request.

Demographics	
(All-Scotland values given in	1
parentheses)	

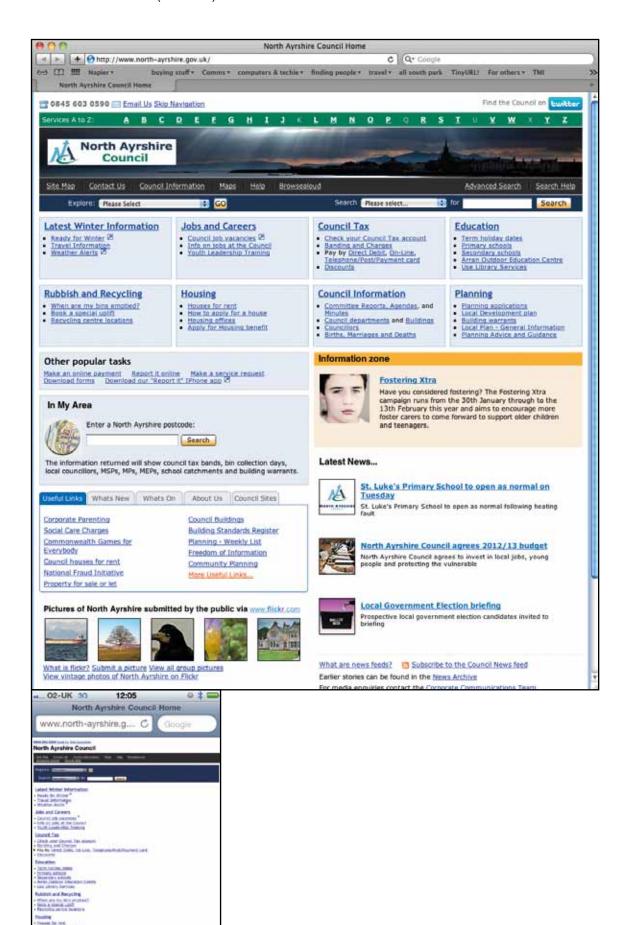
Estimated population     % full-time employment	81,140 73·7	(5,222,100) (75·8)	
• Population density (persons per km²)	229	(67)	
<ul> <li>Urban/rural data (% of population)</li> </ul>			
Large Urban	0.0	(38.9)	
Other Urban	68·2	(30.6)	
Accessible Small Towns	14.5	(8.5)	
Remote Small Towns	0.0	(3.8)	
Accessible Rural	17.3	(11.6)	
Remote Rural	0.0	(6.5)	



	Moray			
URL	http://www.moray.gov.uk			
Accessibility tools on entry page	Link to accessibility tools page     Choice of with-graphics or text-only version of site			
Other accessibility tools	http://www.moray.gov.uk/moray_standard/page_41079.html • Access keys • Link to out-of-date descriptions of how to customise browsers (Internet Explorer on Windows and MacOS, Netscape Navigator) • Breadcrumb feature			
Search tools on entry page	Search box     Alphabetical menu			
Clicks to obtain recycling centre addresses	4			
Research tools on entry page	Nothing obvious			
Feedback tools on entry page	Contact us     Report it			
Personalisation	Your Moray			
SNL clearly implemented on entry page	No - 'transport and streets' omitted			
Privacy policy easily found	Yes - see http://www.moray.gov.uk/mor	ay_standa	ard/page_41071	.html
Cookie policy easily found	No			
Terms of use statement easily found	Yes - see http://www.moray.gov.uk/mor	ray_standa	ard/page_41071	.html
Entry page fits 20" monitor?	No			
Mobile site	No			
Entry page or mobile site fits iPhone screen	No			
Response from SLG team	No reply received			
Demographics (All-Scotland values given in parentheses)	Estimated population     % full-time employment     Population density (persons per km²)     Urban/rural data (% of population)     Large Urban     Other Urban     Accessible Small Towns     Remote Small Towns     Accessible Rural	87,720 77·9 39 0·0 24·0 18·5 14·2 29·1	(5,222,100) (75·8) (67) (38·9) (30·6) (8·5) (3·8) (11·6)	
	Remote Rural	14.2	`(6·5)	

E

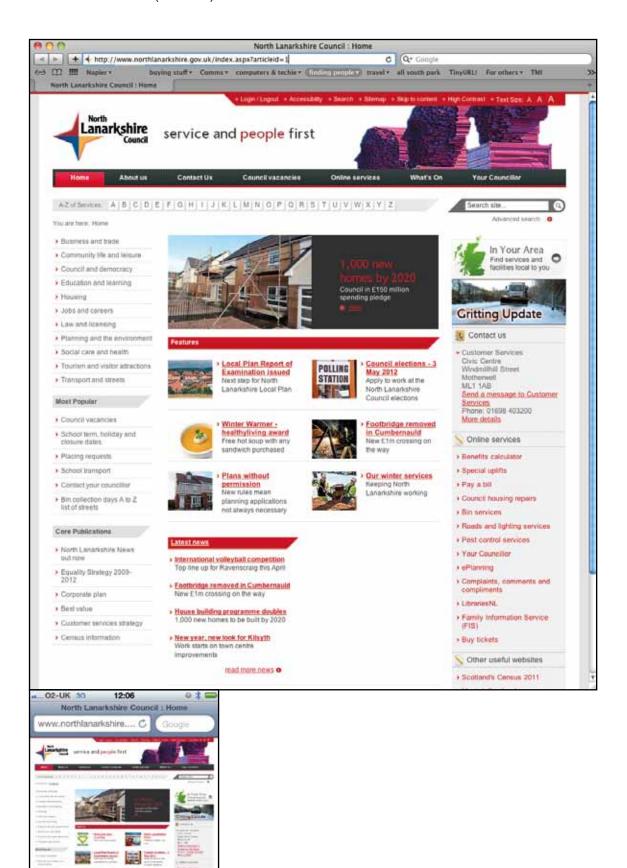
18



http://www.north-ayrshire.gov.uk  Link to accessibility tools page Skip navigation  http://www.north-ayrshire.gov.uk/Counce CouncilInformationPerformanceAndSta Aim to meet or exceed the provisions of Conformance Level AA. Aim to use a style of writing which is st Browsealoud enabled site Breadcrumb feature Link to 'My Web My Way' Some pages available in Polish, Urdu, Link to Google Translate Guide to changing text sizes in browse 3], Opera [version 9] and Netscape Na Search box Advanced search	tistics/Inte of the WCA raightforwa Punjabi ar rs (Interne	ernetServiceStar AG (Web Conten ard and easy to a and Cantonese at Explorer [version	t Accessibility Guidelines) understand
Skip navigation  http://www.north-ayrshire.gov.uk/Counci CouncilInformationPerformanceAndSta     Aim to meet or exceed the provisions of Conformance Level AA.     Aim to use a style of writing which is stable Breadcrumb feature     Link to 'My Web My Way'     Some pages available in Polish, Urdu,     Link to Google Translate     Guide to changing text sizes in browse 3], Opera [version 9] and Netscape Na     Search box	tistics/Inte of the WCA raightforwa Punjabi ar rs (Interne	ernetServiceStar AG (Web Conten ard and easy to a and Cantonese at Explorer [version	t Accessibility Guidelines) understand
CouncilInformationPerformanceAndSta  Aim to meet or exceed the provisions of Conformance Level AA.  Aim to use a style of writing which is stable of writing	tistics/Inte of the WCA raightforwa Punjabi ar rs (Interne	ernetServiceStar AG (Web Conten ard and easy to a and Cantonese at Explorer [version	t Accessibility Guidelines) understand
Alphabetical menu     'Explore' drop-down menu			
3			
Nothing obvious			
Contact us and email us links     Report it			
Nothing obvious			
No			
			nt/
			nt/
			nt/
No			
No - main site did not render on iPhone			
No			
'Email received' reply only			
	74·8 153 0·0 70·4 19·0 0·0 5·7	(5,222,100) (75·8) (67) (38·9) (30·6) (8·5) (3·8) (11·6)	
	Advanced search Alphabetical menu 'Explore' drop-down menu  Nothing obvious Contact us and email us links Report it Nothing obvious  No  Yes - see http://www.north-ayrshire.gov CouncilInformationPerformanceAndSta Yes - see http://www.north-ayrshire.gov CouncilInformationPerformanceAndSta Yes - see http://www.north-ayrshire.gov CouncilInformationPerformanceAndSta No No - main site did not render on iPhone No  'Email received' reply only Estimated population % full-time employment Population density (persons per km²) Urban/rural data (% of population) Large Urban Other Urban Accessible Small Towns Remote Small Towns	Advanced search Alphabetical menu Explore' drop-down menu  Nothing obvious Contact us and email us links Report it  Nothing obvious  No  Yes - see http://www.north-ayrshire.gov.uk/Counc CouncilInformationPerformanceAndStatistics/Dis No  No - main site did not render on iPhone No  'Email received' reply only Estimated population No  'Email received' reply only Large Urban Other Urban Other Urban Accessible Small Towns Remote Small Towns No Accessible Rural  135,180 00 01 01 01 01 01 01 01 01 01 01 01 01	Advanced search Alphabetical menu 'Explore' drop-down menu  Nothing obvious  Contact us and email us links Report it  Nothing obvious  No  Yes - see http://www.north-ayrshire.gov.uk/CouncilAndGovernme CouncilInformationPerformanceAndStatistics/Disclaimer.aspx  Yes - see http://www.north-ayrshire.gov.uk/CouncilAndGovernme CouncilInformationPerformanceAndStatistics/Disclaimer.aspx  Yes - see http://www.north-ayrshire.gov.uk/CouncilAndGovernme CouncilInformationPerformanceAndStatistics/Disclaimer.aspx  No  No - main site did not render on iPhone  No  'Email received' reply only  Estimated population 135,180 (5,222,100)  % full-time employment 74-8 (75-8) Population density (persons per km²) 153 (67)  Urban/rural data (% of population)  Large Urban 0-0 (38-9) Other Urban 70-4 (30-6) Accessible Small Towns 19-0 (8-5) Remote Small Towns 0-0 (3-8) Accessible Rural 5-7 (11-6)

m

8



<ul><li>Skip to content</li><li>Link to high-contrast version of site</li><li>Text-size controls</li></ul>				
<ul><li>Skip to content</li><li>Link to high-contrast version of site</li><li>Text-size controls</li></ul>				
	Link to accessibility tools page     Skip to content     Link to high-contrast version of site     Text-size controls			
http://www.northlanarkshire.gov.uk/index.aspx?articleid=9 • Standards compliance, including descriptive alt attributes for content images • Access keys				
Search box     Advanced search     Alphabetical menus				
4				
Nothing obvious				
Contact us     Email customer services link				
Option to log in implies personal accounts available				
Yes				
Yes - see http://www.northlanarkshire.gov.uk/index.aspx?articleid=15003				
No				
No reply received				
Estimated population     % full-time employment     Population density (persons per km²)     Urban/rural data (% of population)     Large Urban     Other Urban     Accessible Small Towns     Remote Small Towns     Accessible Rural	326,360 77·2 695 66·7 15·7 10·8 0·0 6·8	(5,222,100) (75·8) (67) (38·9) (30·6) (8·5) (3·8) (11·6)		
	• Alphabetical menus  4  Nothing obvious • Contact us • Email customer services link  Option to log in implies personal accour Yes  Yes - see http://www.northlanarkshire.g  No  No  No  No  No  No  No  No  No  N	• Alphabetical menus  4  Nothing obvious • Contact us • Email customer services link  Option to log in implies personal accounts available Yes  Yes - see http://www.northlanarkshire.gov.uk/inde No No No No No No No No No Large Urban 326,360 • W full-time employment 77·2 • Population density (persons per km²) • Urban/rural data (% of population)  Large Urban 66·7 Other Urban 15·7 Accessible Small Towns 10·8 Remote Small Towns 0·0 Accessible Rural 6·8	• Alphabetical menus  4  Nothing obvious • Contact us • Email customer services link  Option to log in implies personal accounts available  Yes  Yes - see http://www.northlanarkshire.gov.uk/index.aspx?articleic  No  No  No  No  No  No  No  No  No  N	



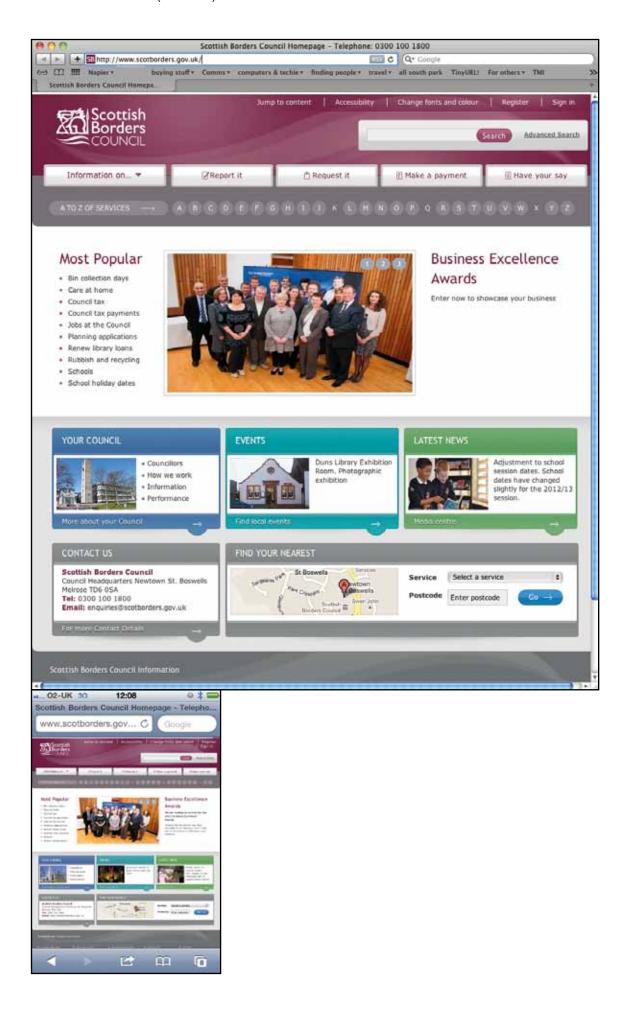
	Orkney Islands			
URL	http://www.orkney.gov.uk			
Accessibility tools on entry page	Link to text-only version of site			
Other accessibility tools	http://www.orkney.gov.uk/Online-Services/accessibility.htm • Browsealoud enabled • Breadcrumb trail			
Search tools on entry page	Search box     Link to A-Z of information     How to			
Clicks to obtain recycling centre addresses	3			
Research tools on entry page	Nothing obvious			
Feedback tools on entry page	Contact us     Report a fault			
Personalisation	Nothing obvious			
SNL clearly implemented on entry page	No			
Privacy policy easily found	No			
Cookie policy easily found	No			
Terms of use statement easily found	No			
Entry page fits 20" monitor?	No			
Mobile site	No			
Entry page or mobile site fits iPhone screen	No			
Response from SLG team	'Email received' reply only			
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population 20,110 (5,222,100)</li> <li>% full-time employment 65·3 (75·8) (By far the biggest difference from all-Scotland value)</li> <li>Population density (persons per km²) 20 (67)</li> <li>Urban/rural data (% of population)</li> <li>Large Urban 0·0 (38·9) Other Urban 0·0 (30·6) Accessible Small Towns 0·0 (8·5) Remote Small Towns 32·8 (3·8) Accessible Rural 0·0 (11·6) Remote Rural 67·2 (6·5)</li> </ul>			



	Perth and Kinross				
URL	http://www.pkc.gov.uk				
Accessibility tools on entry page	Help     Link to accessibility tools page				
Other accessibility tools	http://www.pkc.gov.uk/Admin/FooterPages/Accessibility.htm  • 'endeavours to conform to level Double A of the WCAG'  • Browsealoud enabled  • Links to RNIB and Disability Rights Commission websites  • Breadcrumb trail  • Some pages available in Arabic, Chinese, Urdu and Polish				
Search tools on entry page	Search box Advanced search Link to A-Z of information Find it Locate it				
Clicks to obtain recycling centre addresses	3				
Research tools on entry page	Nothing obvious				
Feedback tools on entry page	Contact us     Say it				
Personalisation	Nothing obvious				
SNL clearly implemented on entry page	Yes				
Privacy policy easily found	Yes - see http://www.pkc.gov.uk/Council+and+government/Data+protection+and+freedom+of+information/Data+Protection/				
Cookie policy easily found	No				
Terms of use statement easily found	Yes - see http://www.pkc.gov.uk/Admin/FooterPages/Disclaimer.htm				
Entry page fits 20" monitor?	Yes				
Mobile site	No				
Entry page or mobile site fits iPhone screen	Yes				
Response from SLG team	'Email received' reply only				
Demographics (All-Scotland values given in parentheses)	Estimated population				
	Remote Rural 16·7 (6·5)				



Renfrewshire					
URL	http://www.renfrewshire.gov.uk				
Accessibility tools on entry page	Link to accessibility tools page     Link to Google Translate				
Other accessibility tools	Access keys enabled and explained for Internet Explorer, Firefox (Windows and MacOS), Safari (Windows and MacOS), Opera, Chrome (Windows and MacOS)				
Search tools on entry page	Search box     Link to A-Z of services				
Clicks to obtain recycling centre addresses	4				
Research tools on entry page	Nothing obvious				
Feedback tools on entry page	Have your say     Link to Customer Services email				
Personalisation	Nothing obvious				
SNL clearly implemented on entry page	No - 'law and licensing' and 'tourism and visitors' missing				
Privacy policy easily found	Yes - see http://www.renfrewshire.gov.uk/ilwwcm/publishing.nsf/Content/ TermsandConditions				
Cookie policy easily found	Yes - see http://www.renfrewshire.gov.uk/ilwwcm/publishing.nsf/Content/ TermsandConditions				
Terms of use statement easily found	Yes - see http://www.renfrewshire.gov.uk/ilwwcm/publishing.nsf/Content/ TermsandConditions				
Entry page fits 20" monitor?	No				
Mobile site	No				
Entry page or mobile site fits iPhone screen	No				
Response from SLG team	<ul> <li>Q1. Around 6 years, although I would not consider Renfrewshire's website to be a portal.</li> <li>Q2a. Site was designed before my time, but generally we look at our analytics software and determine which items are most popular. We try to put the most often viewed content as high up the page as possible.</li> <li>Q2b. Site is built using a few templates, all pages are based on these templates. From a content management point of view, we have many authors across Renfrewshire Council and it is important that the content they create is consistently readable and does not contain unique CSS properties / designs. Each author must attend a training course where they learn to use the CMS, and where the design elements of the site are explained. Additionally, we have approval mechanisms in place which mean that each piece of content written is first approved by the author's manager, before being corporately approved by a team of people whose job is based in the communication / web content area.</li> <li>Q3. Potentially, in the future. However, given that a large number of mobile users visit our site on "smart" phones, the need for separate sites may be something that is no longer required; built correctly a website should be equally usable on a desktop browser as on a mobile browser.</li> <li>Q4. There are no additional features for those users with sensory impairments. We have investigated Browsealoud (http://www.browsealoud.com/) in the past, but did not feel that it provided sufficient benefit.</li> <li>Q5. Yes, but probably only through the functionality that something like Wibiya provides.</li> </ul>				
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population 170,250 (5,222,100)</li> <li>% full-time employment 71·9 (75·8)</li> <li>Population density (persons per km²) 652 (67)</li> <li>Urban/rural data (% of population)</li> <li>Large Urban 75·0 (38·9)</li> <li>Other Urban 10·1 (30·6)</li> <li>Accessible Small Towns 9·5 (8·5)</li> <li>Remote Small Towns 0·0 (3·8)</li> <li>Accessible Rural 4·4 (11·6)</li> <li>Remote Rural 0·0 (6·5)</li> </ul>				

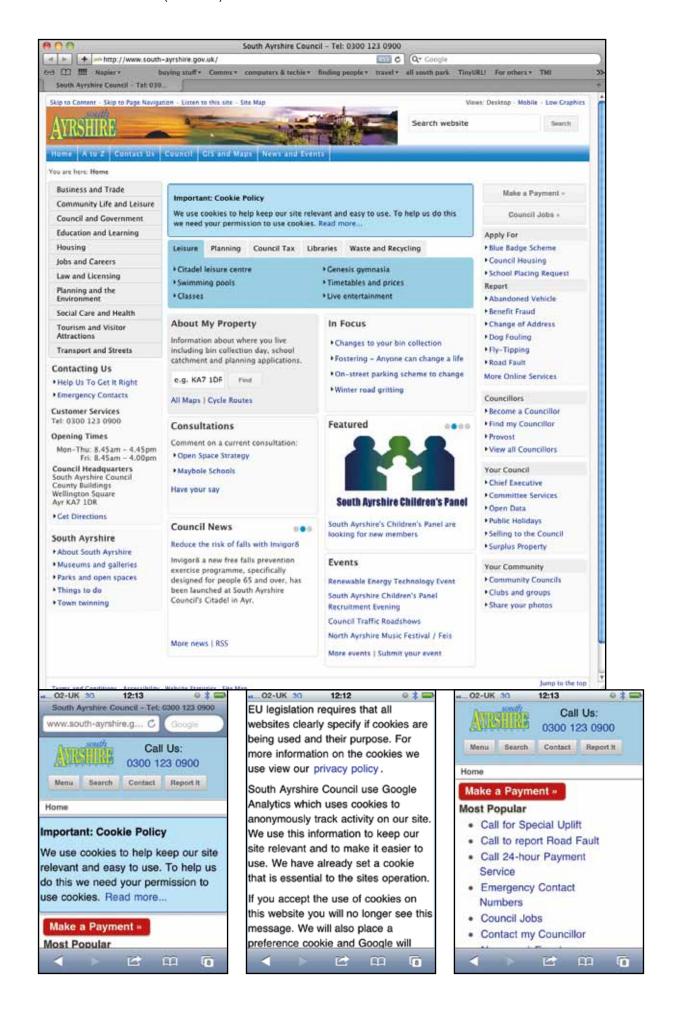


	Scottish Borders
URL	http://www.scotborders.gov.uk
Accessibility tools on entry page	Jump to content     Link to Accessibility tools page     Link to change fonts and colour schemes page
Other accessibility tools	Some pages available in Lithuanian, Polish, Portuguese and Russian.     Link to Google Translate
Search tools on entry page	Search box Advanced search Information on Alphabetical menu Request it What's new
Clicks to obtain recycling centre addresses	4
Research tools on entry page	Nothing obvious
Feedback tools on entry page	Report it Have your say Complaints Contacting us
Personalisation	Nothing obvious
SNL clearly implemented on entry page	Yes
Privacy policy easily found	Yes - see http://www.scotborders.gov.uk/terms
Cookie policy easily found	Yes - see http://www.scotborders.gov.uk/terms
Terms of use statement easily found	Yes - see http://www.scotborders.gov.uk/terms
Entry page fits 20" monitor?	No
Mobile site	No
Entry page or mobile site fits iPhone screen	No
Response from SLG team	<ul> <li>Q1. since 24th October 2011</li> <li>Q2a. we use analytics to determine the most popular services and content, this is reflected in the prominence it gets</li> <li>Q2b. we use a CRM system where templates are used to control the look and feel, navigation and page consistency</li> <li>Q3. the site can be viewed on any mobile device</li> <li>Q4. http://www.scotborders.gov.uk/accessibility/settings and http://www.scotborders.gov.uk/accessibility • font, letter spacing, colour contrast for dyslexia and visual impairments • website has been developed using correct structural tags in HTML which aids physical disabilities such as motor impaired and those with dexterity problems to navigate the website without relying on a mouse • the website has been developed using clean code separating structural and presentational aspects, making it multi device and platform • plain English used for readability to aid users with learning difficulties and users whose native language is not English • images have alt text to aid screen reader users • PDF documents are available in alternate formats such as Braille, large print, British Sign Language, audio tape, CD and Easy Read on request • Site maps, a-z of services and jump to content aids users with physical disabilities such as motor impaired and those with dexterity problems • Disabled, deaf, hard of hearing and those using assistive technology usually know how to adjust websites for their own needs • we are in the process of developing a section of the website in British Sign Language to aid deaf users • we use audio or text transcripts where video is used, helps blind or sight impaired users • we use video with captions or text transcripts where video audio is used, helps deaf users and those with hearing impairments</li> <li>Q5. We have a welcome message in Russian, Polish, Lithuanian and Portuguese and the website can be translated into 57 languages via Google translate. http://www.scotborders.gov.uk/polish http://www.scotborders.gov.uk/polish http://www.scotborders</li></ul>

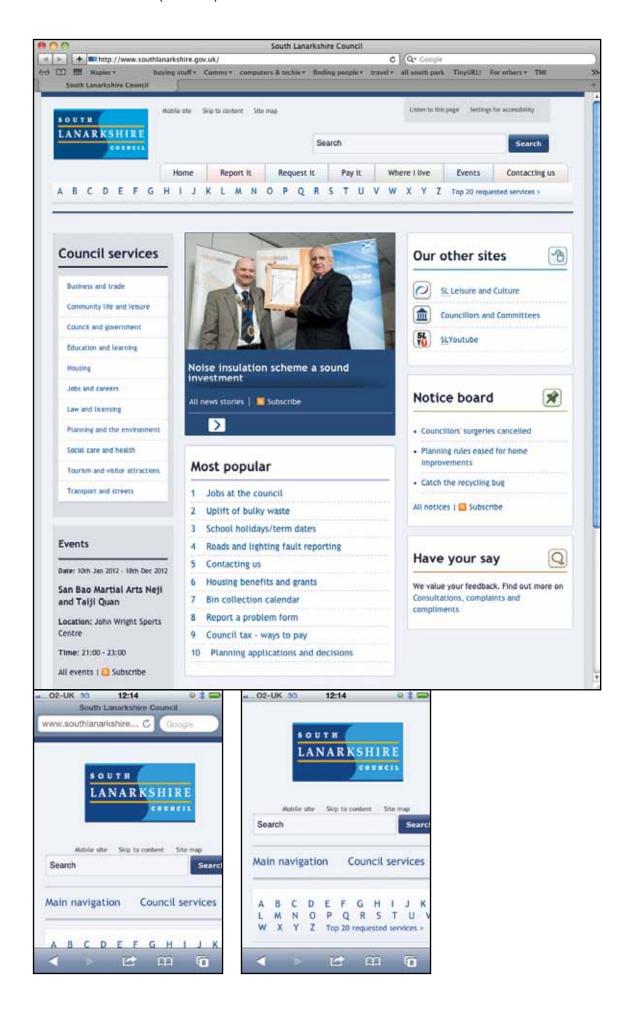
Demographics	Estimated population	112,870	(5,222,100)	
(All-Scotland values given in	% full-time employment	71.8	(75.8)	
parentheses)	• Population density (persons per km²)	24	(67)	
· ·	Urban/rural data (% of population)		` ,	
	Large Urban	0.0	(38.9)	
	Other Urban	25.2	(30.6)	
	Accessible Small Towns	18.8	(8.5)	
	Remote Small Towns	4.9	(3.8)	
	Accessible Rural	39.0	(11.6)	
	Remote Rural	12.0	(6.5)	



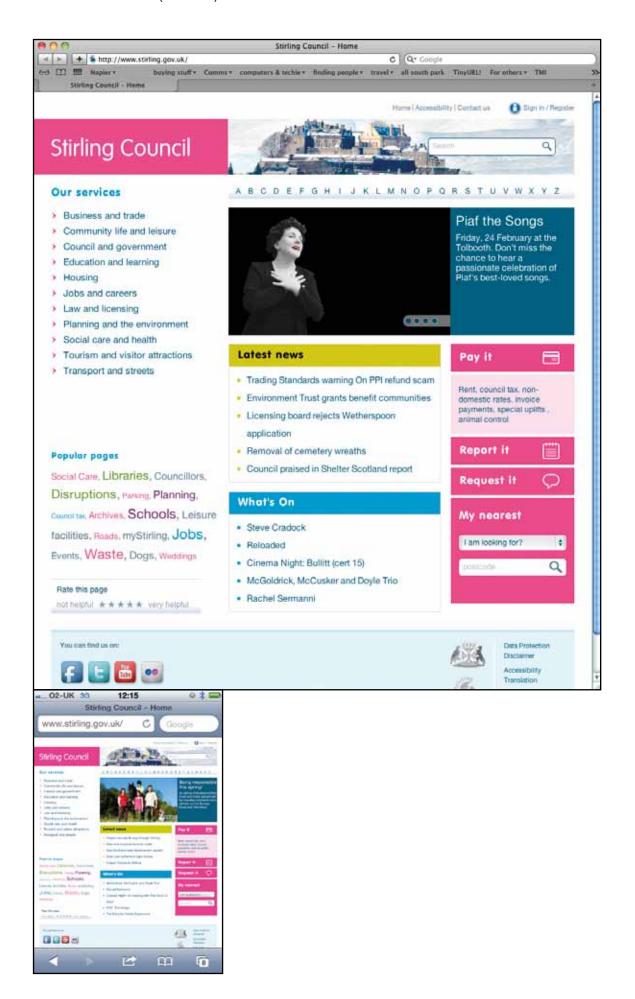
	Shetland Islands			
URL	http://www.shetland.gov.uk			
Accessibility tools on entry page	Link to accessibility tools page			
Other accessibility tools	http://www.shetland.gov.uk/accessibility/default.asp • Access keys			
Search tools on entry page	Search box     Link to A-Z of information     Help			
Clicks to obtain recycling centre addresses	4			
Research tools on entry page	Nothing obvious			
Feedback tools on entry page	Link to email local government     Have your say (on council spending)			
Personalisation	Nothing obvious			
SNL clearly implemented on entry page	No - 'jobs and careers, 'law and licensing' and 'tourism and visitor attractions' omitted			
Privacy policy easily found	No			
Cookie policy easily found	No			
Terms of use statement easily found	Yes - see http://www.shetland.gov.uk/disclaimer/default.asp			
Entry page fits 20" monitor?	No			
Mobile site	No			
Entry page or mobile site fits iPhone screen	No			
Response from SLG team	Q1. Since 2004, with a template refresh in 2008 and a new site planning to go live in the next few months.			
	Q2. Our corporate communications team make the decision on what items are on the front page. All pages are based on a common template which users cannot change. But they have free range to create pages, edit content of existing pages and create links between pages and entries in the menus for navigation purposes.			
	Q3. Some aspects are cell phone enabled (www.shetland.gov.uk/icecast), but not the whole site.			
	Q4. No, we have tried to make the css used in the site as flexible as possible for disabled users.			
	Q5. Not the whole site, we do have basic information for new residents in a variety of languages (http://www.shetland.gov.uk/newresidents/)			
Demographics (All-Scotland values given in parentheses)	Estimated population     % full-time employment     74·5     Population density (persons per km²)     Urban/rural data (% of population)     Large Urban     Other Urban     Accessible Small Towns     Other Urban     Accessible Small Towns     Other Urban     Other Urban     Accessible Small Towns     Other Urban     Other Urban			
	Remote Small Towns       29·1       (3·8)         Accessible Rural       0·0       (11·6)         Remote Rural       70·9       (6·5)			



	South Ayrshire			
URL	http://www.south-ayrshire.gov.uk			
Accessibility tools on entry page	Skip to Content     Skip to Page Navigation     Listen to this site     Choice of views (Desktop, Mobile or Low Graphics)     Link to accessibility tools page			
Other accessibility tools	http://www.south-ayrshire.gov.uk/accessibility/			
Search tools on entry page	<ul> <li>Link to A-Z of information</li> <li>Search box</li> <li>Get directions</li> <li>About my property</li> <li>Maps</li> <li>Cycle routes</li> </ul>			
Clicks to obtain recycling centre addresses	3			
Research tools on entry page	Nothing obvious			
Feedback tools on entry page	Contact us Help Us To Get It Right Emergency Contacts Report (Abandoned Vehicle, Benefit Fraud, Change of Address, Dog Fouling, Fly-Tipping, Road Fault) Comment on current consultations			
Personalisation	Possibly 'about my property'			
SNL clearly implemented on entry page	Yes			
Privacy policy easily found	Yes - see http://www.south-ayrshire.gov.uk/terms/policy/			
Cookie policy easily found	Very informative - see http://www.south-ayrshire.gov.uk/terms/policy/ Very prominent on mobile site			
Terms of use statement easily found	Yes - see http://www.south-ayrshire.gov.uk/terms/			
Entry page fits 20" monitor?	No			
Mobile site	Yes			
Entry page or mobile site fits iPhone screen	No			
Response from SLG team	Q1. It has been in its current form (ASP.NET) since 2008.			
	Q2a. We have to meet accessibility and web standards. So our site is designed to meet these. There are certain important top tasks that we have to have on the home page such as Council Jobs and Make A Payment. We are audited annually and the top tasks are checked to ensure we have them on.			
	Q2b. The navigation is a standard Scottish Navigation List which most Scottish Councils adhere to.  The common look and feel is created by a master template that all pages use. It contains the top banner, left navigation, right column and footer. Page content is placed in the content area.			
	Q4. We have a mobile version using stylesheets to display our pages on mobile devices.  We have a link to BrowseAloud to allow visitors to have the site read to them.			
	Q5. We only have an English version and no plans for any other language.			
Demographics	• Estimated population 111,440 (5,222,100)			
(All-Scotland values given in parentheses)	% full-time employment     74.6 (75.8)     Population density (persons per km²)     Urban/rural data (% of population)  (67)			
	Large Urban 0.0 (38.9)			
	Other Urban $67.6$ $(30.6)$ Accessible Small Towns $4.2$ $(8.5)$			
	Remote Small Towns 6·2 (3·8)			
	Accessible Rural $17.8$ $(11.6)$ Remote Rural $4.3$ $(6.5)$			



South Lanarkshire					
URL	http://www.southlanarkshire.gov.uk				
Accessibility tools on entry page	Skip to content     Listen to this page     Settings for accessibility     Entire site can be viewed in other languages via Google Translate				
Other accessibility tools	http://www.southlanarkshire.gov.uk/accessibility/settings • Tools to change text size, font, letter spacing and colour scheme				
Search tools on entry page	Search box     Alphabetical menu     Link to top 20 requested services				
Clicks to obtain recycling centre addresses	4				
Research tools on entry page	Nothing obvious				
Feedback tools on entry page	Report it     Request it     Contact us				
Personalisation	Where I live				
SNL clearly implemented on entry page	Yes				
Privacy policy easily found	Yes - see http://www.southlanarkshire.gov.uk/terms				
Cookie policy easily found	No				
Terms of use statement easily found	Yes - see http://www.southlanarkshire.gov.uk/terms				
Entry page fits 20" monitor?	No				
Mobile site	Yes				
Entry page or mobile site fits iPhone screen	No				
Response from SLG team	'Email received' reply only				
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population</li> <li>% full-time employment</li> <li>Population density (persons per km²)</li> <li>Urban/rural data (% of population)</li> <li>Large Urban</li> <li>Other Urban</li> <li>Accessible Small Towns</li> <li>Remote Small Towns</li> <li>Accessible Rural</li> <li>(5,222,100)</li> <li>(67)</li> <li>(67)</li> <li>(87)</li> <li>(88)</li> <li>(30.6)</li> <li>(8.5)</li> <li>(8.5)</li> <li>(8.5)</li> <li>(11.6)</li> </ul>				
	Remote Rural 1·3 (6·5)				



	Stirling				
URL	http://www.stirling.gov.uk				
Accessibility tools on entry page	Link to accessibility tools page     Google Translate enabled for all pages				
Other accessibility tools	Taken from http://www.stirling.gov.uk/home/accessibility:  The pages are short and simple.  Media that requires proprietary plugins are used sparingly. If such content used, a textual alternative is always provided.  XHTML has been used to structure the document.  ALT tags (alternative description tags) have been used for conveying the meaning of all important images - these contain meaningful text.  Use of images have been used in moderation  Text alternatives have been provided where video, audio, media or image maps have been used.  Screen reader has been tested on the site. Fonts are used consistently throughout the site.  Text colours have high contrast with background colours  Colours have not been used as a primary device for conveying information  Supports all modern mainstream browsers: Microsoft Internet Explorer version 7+ (Internet Explorer 6 unsupported), Mozilla Firefox 3+, Safari version 5+, Opera version 10+, Google Chrome				
Search tools on entry page	Search box     I am looking for     Alphabetical menu				
Clicks to obtain recycling centre addresses	4				
Research tools on entry page	Nothing obvious				
Feedback tools on entry page	Report it     Request it				
Personalisation	Personal accounts available				
SNL clearly implemented on entry page	Yes				
Privacy policy easily found	Yes - see http://www.stirling.gov.uk/services/council-and-government/council-information-performance-and-statistics/internet-service-standards/				
Cookie policy easily found	Yes - see http://www.stirling.gov.uk/services/council-and-government/council-information-performance-and-statistics/internet-service-standards/				
Terms of use statement easily found	Yes - see http://www.stirling.gov.uk/services/council-and-government/council-information-performance-and-statistics/internet-service-standards/				
Entry page fits 20" monitor?	No				
Mobile site	Yes				
Entry page or mobile site fits iPhone screen	No				
Response from SLG team	<ul> <li>Q1. About 3 months</li> <li>Q2. User testing, accessibility guidelines, SOCITM guidelines, implementing the Scottish Navigation List</li> <li>Home page is dynamic - news, events and features get pulled through automatically. Want to get away from 'We have a very important initiative it needs to be on the front page' type requests</li> <li>Look and feel is governed by a standard template and css. Editors are limited to a basic wysiwyg editor and all have to go through training. Each page is approved by colleagues in the Communications service.</li> <li>Q3. Mobile browsers - there's currently no mobile version of the site. With mobile phones having large displays I'm not sure there's such a push for this as there was a few years ago. However, we may try and implement a mobile version.</li> <li>Q4. Browse Aloud and other similar services have been considered in the past for those users who are visually impaired. On further investigation we found most users used their own software for this. Care has been taken to conform to accessibility guidelines for text size and colour contrast.</li> <li>Q5. There's google translation linked from the footer of our site</li> </ul>				
Demographics (All-Scotland values given in parentheses)	<ul> <li>Estimated population</li> <li>% full-time employment</li> <li>Population density (persons per km²)</li> <li>Urban/rural data (% of population)</li> <li>Large Urban</li> <li>Other Urban</li> <li>Accessible Small Towns</li> <li>Remote Small Towns</li> <li>Accessible Rural</li> <li>Remote Rural</li> <li>(5,222,100)</li> <li>(67)</li> <li>(167)</li> <li>(167)</li> <li>(18-9)</li> <li>(18-9)</li></ul>				

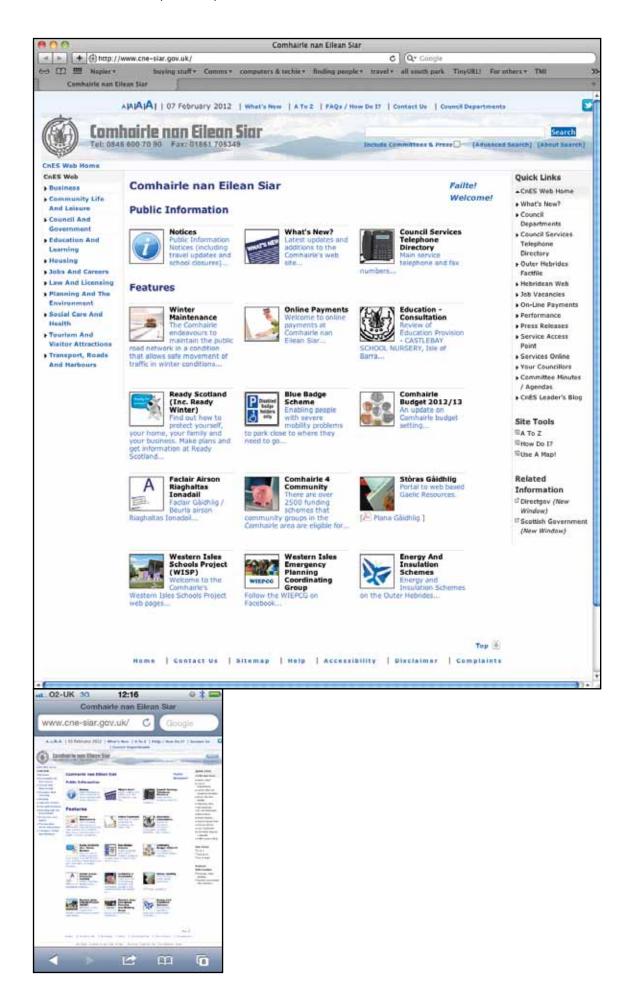




	West Dunbartonshire				
URL	http://www.west-dunbarton.gov.uk				
Accessibility tools on entry page	Link to text-only version of site     Link to accessibility tools page				
Other accessibility tools	http://www.west-dunbarton.gov.uk/site/accessibility/ • Gives guidance to content providers and editors on document sizes, use of colours, alt tags for images. structuring tables for screen-readers				
Search tools on entry page	Search box     Alphabetical menu     Find your nearest				
Clicks to obtain recycling centre addresses	2				
Research tools on entry page	Nothing obvious				
Feedback tools on entry page	Contact us     Request a service online     Forum				
Personalisation	Nothing obvious				
SNL clearly implemented on entry page	No - 'jobs and careers' and 'social care and health' omitted				
Privacy policy easily found	Yes - see http://www.west-dunbarton.gov.uk/site/data-protection-act/				
Cookie policy easily found	Yes - see http://www.west-dunbarton.gov.uk/site/?locale=en				
Terms of use statement easily found	Yes - see http://www.west-dunbarton.gov.uk/site/?locale=en				
Entry page fits 20" monitor?	No				
Mobile site	No				
Entry page or mobile site fits iPhone screen	No				
Response from SLG team	No reply received				
Demographics (All-Scotland values given in parentheses)	Estimated population 90,570 (5,222,100)     % full-time employment 76⋅1 (75⋅8)     Population density (persons per km²) 570 (67)     Urban/rural data (% of population)     Large Urban 49⋅6 (38⋅9)				
	Other Urban         49·1         (30·6)           Accessible Small Towns         0·0         (8·5)           Remote Small Towns         0·0         (3·8)           Accessible Rural         1·3         (11·6)				
	Remote Rural 0.0 (6.5)				



	West Lothian				
URL	http://www.westlothian.gov.uk				
Accessibility tools on entry page	Skip to content Change text-size tool Link to accessibility tools page				
Other accessibility tools	http://www.westlothian.gov.uk/accessibility  • Guidance on changing fonts sizes in Internet Explorer, 'Mozilla or Firefox', Netscape (version 7) [Internet Explorer version 5 and earlier not supported]  • Access keys  • Browsealoud  • Site designed to work with screen-readers  • Link to 'My Web My Way'				
Search tools on entry page	Search box     Alphabetical menu     Find my nearest     Street scene				
Clicks to obtain recycling centre addresses	3				
Research tools on entry page	Libraries online				
Feedback tools on entry page	<ul><li>Online forms</li><li>Online planning applications</li><li>Request a repair</li></ul>				
Personalisation	Can sign up to 'email information service'				
SNL clearly implemented on entry page	Yes				
Privacy policy easily found	Yes - see http://www.westlothian.gov.uk/terms				
Cookie policy easily found	No				
Terms of use statement easily found	Yes - see http://www.westlothian.gov.uk/terms				
Entry page fits 20" monitor?	No				
Mobile site	No				
Entry page or mobile site fits iPhone screen	No				
Response from SLG team	'Email received' reply only				
Demographics (All-Scotland values given in parentheses)	Estimated population				
	Remote Rural 0.0 (6.5)				



Western Isles					
URL	http://www.cne-siar.gov.uk				
Accessibility tools on entry page	Text-size tool     Link to accessibility tools page				
Other accessibility tools	http://www.cne-siar.gov.uk/accessibility.asp • Access keys • Browsealoud enabled				
Search tools on entry page	Search box Advanced search Link to A-Z of information FAQ/How do I? What's new?				
Clicks to obtain recycling centre addresses	4				
Research tools on entry page	How do I?				
Feedback tools on entry page	Contact us     Council departments     Complaints				
Personalisation	Nothing obvious				
SNL clearly implemented on entry page	Yes				
Privacy policy easily found	Yes - see http://www.cne-siar.gov.uk/privacy.asp				
Cookie policy easily found	Yes - see http://www.cne-siar.gov.uk/priv	vacy.asp			
Terms of use statement easily found	Yes - see http://www.cne-siar.gov.uk/dis	Yes - see http://www.cne-siar.gov.uk/disclaimer.asp			
Entry page fits 20" monitor?	No				
Mobile site	No				
Entry page or mobile site fits iPhone screen	No				
Response from SLG team	No reply received				
Demographics (All-Scotland values given in parentheses)	Estimated population     % full-time employment     Population density (persons per km²)     Urban/rural data (% of population)     Large Urban	26,190 77·8 9	(5,222,100) (75·8) (67) (38·9)		
	Other Urban Accessible Small Towns Remote Small Towns Accessible Rural	0·0 0·0 21·1 0·0	(30·6) (8·5) (3·8) (11·6)		
	Remote Rural	78.9	(6.5)		

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