Graphic Design Project Review Checklist

PROJECT OBJECTIVES

☐ Objectives and requirements are clearly defined

☐ Target audience is considered

☐ Key message is communicated effectively

DESIGN ELEMENTS

☐ Layout and alignment are consistent

☐ Visual hierarchy is clear

☐ Typography is appropriate and readable

☐ Color palette aligns with branding/guidelines

☐ Images/graphics are high quality and relevant

TECHNICAL REVIEW

☐ Files are exported in correct format and resolution

☐ Margins, bleed, and safe areas are correct

☐ Spelling and grammar are checked

FINAL CHECKS

☐ Client/stakeholder feedback addressed

☐ Design complies with brand guidelines

☐ Ready for final approval/delivery

NOTES