

Material Design Review Checklist

Project Information

Project Title

Date

Reviewer

Checklist

☐

Objectives and intended audience are clearly specified.

☐

Content is factually accurate and current.

☐

Terminology and style are consistent throughout.

☐

Design and layout support clarity and usability.

☐

Graphics, tables, and images are clear and relevant.

☐

Text is readable (font, size, line spacing, etc.).

☐

Content complies with branding and legal guidelines.

☐

Spelling, grammar, and punctuation are correct.

Comments

Approval

Decision