Personal Information: Tell Us About Yourself

Fields marked with an * are required.

1. Inform the user that fields marked with an * are required. Make the asterisk a bold color and use the same color for the instructional text.

2. Use a colored asterisk to indicate required fields.

3. In dropdown menus, indicate to the user what they are choosing or that there are a range of choices in the menu. For example “month” or “choose…”.

4. Phone fields labeled as primary, secondary and other. If a user wants to fill in three fields, I think “tertiary” is too obscure of a word, and trying to label each type of phone (such as home, cell, etc) is difficult because it will be different for everyone. The terms used indicate the priority in which the user desires a number to be called.
Avoid orphans when labels wrap. Have at least two words on any single line (when a sentence is used.) Word the military question so the response is a yes or no. This extra box is for users who answer yes to the military question.
For level of education, add choices for freshman, sophomore and junior. Make this a required field since filtering on the back end depends on a choice made here by the user.