

SAP Style Guide for PDA

Applications

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Introduction

The purpose of this document is to provide application developers with concrete rules governing the style of SAP applications on standard Personal Digital Assistants (PDAs), including structure, layout, colors, fonts, and icons.

SAP mobile applications can be web-based and stand-alone, and most often, applications provided with the operating system are disabled.

The guidelines included in this document are intended to meet the lowest common denominator, and therefore they focus on web-based applications. When developing stand-alone applications for a specific operating system, it is recommended to follow the user interface guidelines provided by the operating system in question, which offer powerful features supporting usability, such as "tap and hold" and menu bars.

Status

This design guide project is managed by Ralph Heidl from the BU MBS Development Architecture. This is the final release of version 1.1, which has been reviewed by development communities and Clare Johnson from the SAP Usability Engineering Center.



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History

Version 1.0

Published on 02/10/03, authored by Masahiro Tairako and Jason W. Cherry from the BU MBS Dev.II (SAP Labs Japan), edited by Joëlle Carignan and Ben Tomsy from the User Experience Group (SAP Labs), reviewed by Clare Johnson and Udo Arend from the Usability Engineering Center (SAP AG).

Version 1.1

Published on 04/30/03, changes by Joëlle Carignan. Date navigator in collaboration with Jason W. Cherry, Prithipal Singh, Masahiro Tairako, and Ben Tomsy. Review corrections published on 06/30/03. Review by Clare Johnson. Last corrections 08/18/03.

New and Modified

- Modified title
- Added requirements to introduction
- New guidelines for use of headers, column header alignment, writing titles and labels, confirmation messages, data preservation, row consistency, and field alignment.
- Added dimensions to some elements (scroll bar, headers, etc.)
- Renamed detail pages to tab pages
- Removed group box header from tab pages
- New section on message bar, edit fields and dialog boxes
- New date navigator and time picker
- New examples for search bar and search page
- New filtering methods and examples
- Modified structure levels and labels
- Added new icons: *OK, Reset, Filter, Text Display, Long Text, Help*
- Added link colors
- Corrected inactive tab text color to Blue (instead of Black)
- Changed inactive text in tabstrip to bold
- Simplified colors and text format tables
- Simplified and restructured pages

Review June 13, 03

- Deleted navigation bar for *ME Home* page.
- Removed *Next* link from group box header
- Deleted dialog box for critical error messages
- Deleted shuffler
- Prohibited filtering tabs and nested tabs
- Added sort icon to indicate which column is sorted
- Added the sort on the column header (link)
- Spaced paging icons
- Revised time picker
- Removed *Previous* (<) and *Next* (>) icons from icon library

Corrections August 08, 03

- Search button moved to left
- Moved pages to right side of group box footer



Structure Overview

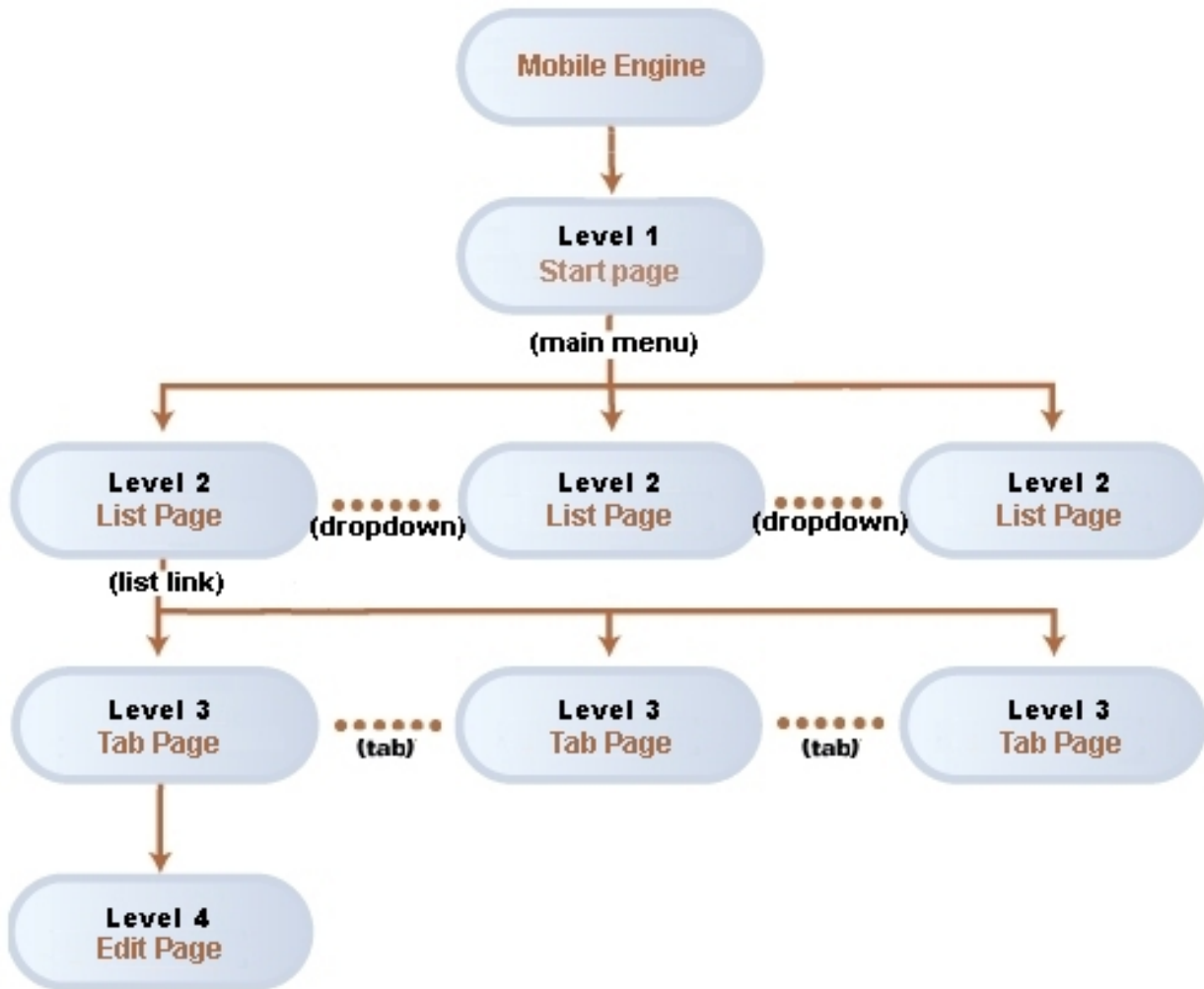


Figure 1: Structure of a Mobile Engine application

An application is structured in four levels:

- Level 1: ME Applications have their own start page, which contains a menu list of the top-level functions (for example, *Customers*, *Orders* and *Materials*), similar to business components in CRM.
- Level 2: A list page displays a list of business objects (for example, *Partners*).
- Level 3: The content for an object appears on a **tab page** with its own **header** and a tab strip where users can do the tasks represented in the tabs in any order. A tab displays detail information and lists relevant to a business object.
- Level 4: Edit pages are accessed through the new icon on level 3.



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Level 1: Start Page

The start page is the first screen a user sees after starting the application.

Required

The [navigation bar](#) with the SAP logo linking to the ME home, and a link to the the ME home.

The [group box](#) for the main menu with the application name on its header. The group box header shall not be labeled "Main Menu".

Optional

A [group box](#) for synchronization should be included only if the application must handle synchronization independently of the SAP Mobile Engine.

Prohibited

There is no [page header](#) on the start page, since there is no content to label.



Figure 1: An application start page with optional synchronization group box



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Level 2: List Pages

Required

- A [navigation bar](#), where the label displayed from the dropdown menu should correspond to the business objects listed in the page, such as a customer or a partner.
- A [list table](#).

Optional

- An additional [filtering dropdown](#) can be added on the table header.

Prohibited

There is no page header at this level, since there is no content to label yet.

Navigation

This page would be displayed after selecting *Customers* in the start page menu. On this sample page, three customers are displayed, with customer numbers. Clicking a link in the *No.* column opens the detail page for the selected customer. The search icon can be used to display a [search field or a search page](#).

| No. | Name | City |
|---------------------|------------|-----------|
| 101 | Customer 1 | City Name |
| 102 | Customer 2 | City Name |
| 103 | Customer 3 | City Name |
| 104 | Customer 4 | City Name |
| 105 | Customer 5 | City Name |
| 106 | Customer 6 | City Name |
| 107 | Customer 7 | City Name |
| | | |
| | | |

Figure 1: A list page



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Level 3: Tab Pages

Standard Tab Page

Required

The label displayed in the dropdown menu (for example, *Customers*) should correspond to the business object details in the page.

The [header](#) title should describe the selected business object (for example, *Customer 1*).

The tab page displays the detail information.

Additional [tabs](#) should be used for additional detail information related to the same business object.

Optional

If the number of tabs does not fit the width, use a dropdown menu instead of a tabstrip.

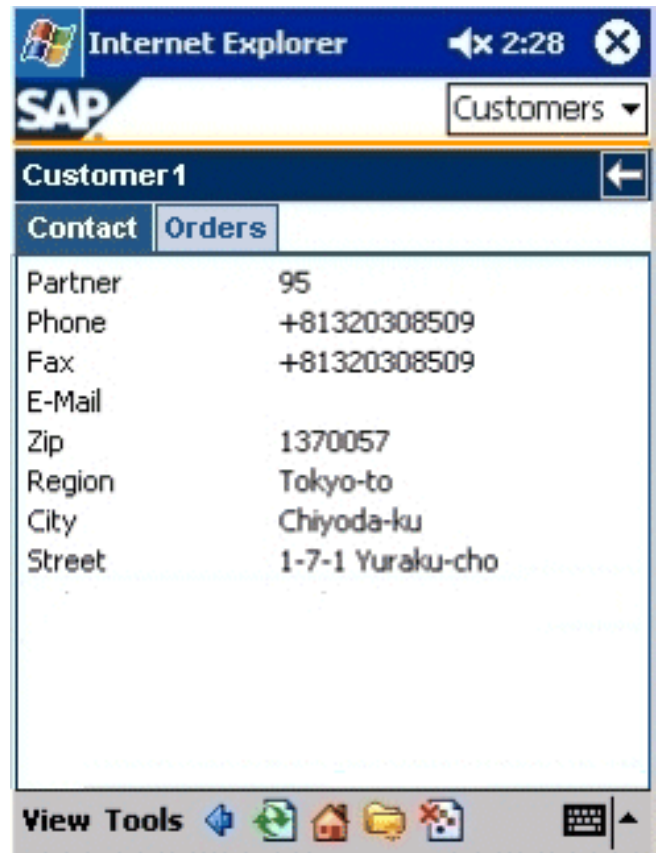


Figure 1: A tab page with detail information

Tab Page with Table

Level 3 is accessed by using the tab strip. These tabs can contain either a list or details.

Required

A [table](#) should display a list of related business objects. The table does not need an additional header.

Recommended

To simplify pages, avoid associating too many action icons with list items. Instead, provide buttons on detail pages. For example, it is acceptable for users to drill down one level to delete an item, in applications where "batch" deletion is not expected.

Prohibited

Do not place one tab strip inside another. Instead, replace the tab

strip with a dropdown menu, which is more appropriate for up to 15 items.

Navigation

Clicking links in the table (for example, the 301 link) would link to a detail page from a different business object and the dropdown menu would change accordingly.

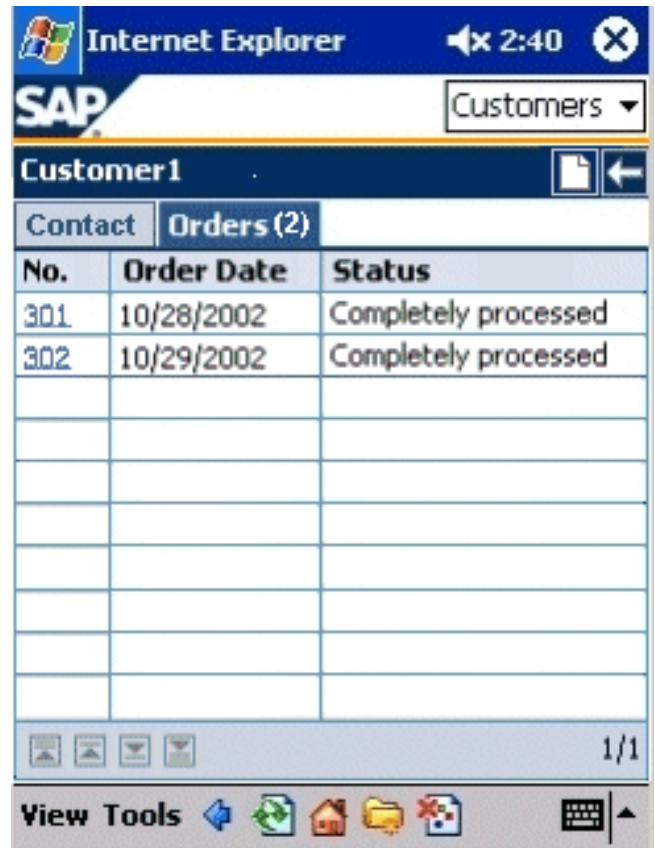


Figure 2: A tab page with list table



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Level 4: Edit Pages

Edit pages are accessed through the *New* or *Edit* icons.

Required

The entire [navigation bar](#) with the logo and dropdown menu should be removed so that the user has to explicitly save or cancel to exit this page.

The [page header](#) should describe the selected business object—*Sales Call 0920*.

If an action could result in lost data, provide an [confirmation message](#) informing the user of this risk.

Recommended

If a group contains many fields to be edited, it is preferable avoid vertical scrolling by adding pages that are accessible in the [footer](#). If scrolling makes more sense, allow an 11 pix space for the scroll bar.

If a group is divided into two or more pages, ensure that the data is not lost when users navigate between pages. If some pages are incomplete, use a message bar that informs the user of this.

Prohibited

Any links that can exit this page without explicitly saving or canceling should not be available on editing pages.

Navigation

Application users can exit this group box only by clicking the *Save* and *Cancel* icons located in the object header, or using a *Next* link if required.



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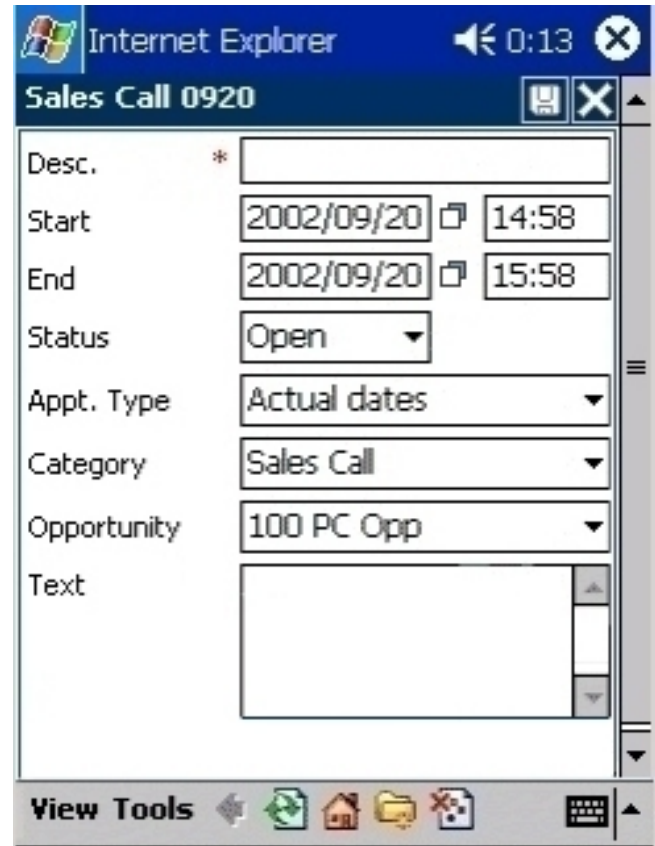


Figure 1: An edit page with scroll bar

Page

Personal Digital Assistants (PDAs) come in different sizes and can run on different operating systems. These are the page properties for web-based applications.

Required

- The title bar can display a maximum of 25 characters.
- With a Pocket PC, a virtual keyboard can be invoked only from the taskbar. Therefore, hiding the taskbar is not an option.

Optional

- The Pocket PC "Start" button can be disabled by editing the registry, which blocks access to other applications on the handheld.

Dimensions

- When taking into consideration the Internet Explorer title bar and the task bar, the screen space available for a web-based application is 240 x 265 pixels.

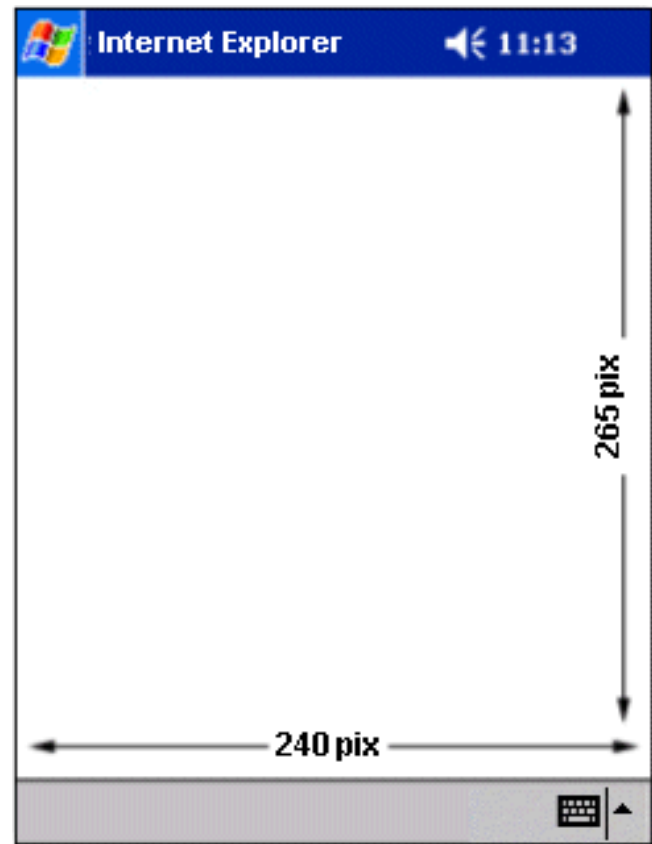


Figure 1: Dimensions for a web-based application



Source: [SAP Style Guide for PDA Applications](#)

Navigation Bar

The navigation bar is used on the start page and all application pages (except edit pages where users must save or cancel to exit the screen), with the SAP logo and the main navigation.

Examples



Figure 1: Start page navigation bar

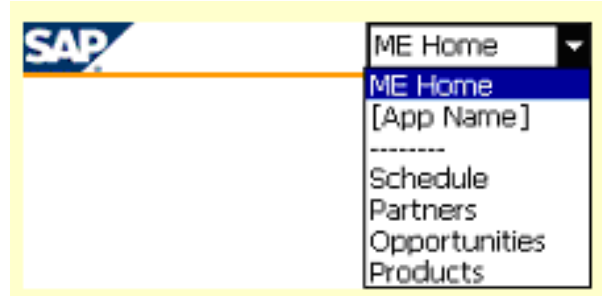


Figure 2: Standard navigation bar

Required Properties

- SAP logo
- On start page: Link to the *ME Home* (figure 1)
- On list pages (figure 2): Dropdown list box, including:
 - *ME Home*
 - The application name
 - A separator line between the application name and other links
 - Options which were offered in the start page main menu
 - The dropdown height should not exceed what can be displayed on the screen of the target device

Dimensions

- Width: 100% of container (240 pix)
- Background height (including borders): 24 pix
- Separation line height: 2 pix

Colors and Fonts

- Background (including 1 pix border at bottom): White #FFFFFF
- Orange bar: #FF9A00
- Regular text color: Black #000000
- Standard link: Underline Blue #225A8D



Source: [SAP Style Guide for PDA Applications](#)

Page Header

A header is used on a tab page or on an edit page for the title and page management icons.



Figure 1: Header with icons for display pages



Figure 2: Header with icons for edit pages

Required Properties

- Provide *Back* button on all pages, except editing pages
- On editing pages, provide *Save* and *Cancel* only. If an action could result in lost data, provide a confirmation dialog box that informs the user of this risk.

Dimensions

- Width: 100% of container (standard = 240 pix)
- Must include 11 pix space for scroll bar
- Background height: 20 pix
- Space around and between icons: 1 pix

Colors and Fonts

- Background: Blue #003366
- Font: Bold white #FFFFFF



Source: [SAP Style Guide for PDA Applications](#)

Tab Strip

A container that allows the user to switch between several views by clicking the tabs. It is used in the lowest level of navigation.



Figure 1: Example of a tab strip

Dimensions

- Width: 100% of container (240 pix)
- Provide 11 pix space for scroll bar
- Background height (including borders): 24 pix
- Top border height: 1 pix
- Bottom blue border height: 2 pix
- Leading and trailing space between the tab border and text: 2 pix min.
- Spacing between tabs: 1 pix

Colors and Fonts

- Background (including 1 pix border at bottom): White #FFFFFF
- Top border: Gray #DCE3EC
- Bottom blue border: Blue #225A8D
- Active tab background: Blue #225A8D
- Active tab font: Bold white #FFFFFF
- Inactive and disabled tab background: Gray #CBD5E1
- Inactive tab font: Bold blue #225A8D
- If possible, remove underlines in inactive tabs (not supported in PocketIE).
- Disabled tab font: Regular dark gray #79818D



Source: [SAP Style Guide for PDA Applications](#)

Group Box

A group box clusters a set of controls or information: it delineates which items belong together, and separates them from other content. Use the group box header when there is more than one group box within or across pages. Otherwise, the page header should suffice to label the group. To arrange elements within a screen area without using a group box, place them in groups or columns with headings, or separate them with lines or empty space.

| Contact Info | |
|---|------------------|
| Partner | 95 |
| Phone | +81 320308509 |
| Fax | +81 320308509 |
| E-Mail | |
| ZIP | 1370057 |
| Region | Tokyo-to |
| City | Chiyoda-ku |
| Street | 1-7-1 Yurako-cho |
| Next 1/3 | |

Figure 1: Group box with footer

Header

Use the group box header to describe the content in the group box. Do not refer to the user interface (for example, avoid using words such as "Edit Activity" because the user can already see the layout), and use words that are informational (for example, use "Contact Information" instead of "Detail Information").

Footer

The footer is used to display a page number and paging links or icons.

- Page number is centered
- *Prev* link is not displayed on the first page
- *Next* link is not displayed on the last page

Dimensions



- Width: 100% of container (standard = 240 pix)
- Must include 11 pix space for scroll bar
- Header and footer height: 20 pix
- Space around and between icons: 1 pix
- Borders: 1 pix (1 pix away from margin)

Colors and Fonts

- Header background: Blue-gray #DCE3EC
- Header font: Bold black #000000
- Content background: White #FFFFFF
- Content font: Regular black #000000

List Table

A list table arranges a list in a tabular fashion.

| Customers (7)  | | |
|---|--|-----------|
| No. | Name  | City |
| <u>101</u> | Customer 1 | City Name |
| <u>102</u> | Customer 2 | City Name |
| <u>103</u> | Customer 3 | City Name |
| <u>104</u> | Customer 4 | City Name |
| <u>105</u> | Customer 5 | City Name |
| <u>106</u> | Customer 6 | City Name |
| <u>107</u> | Customer 7 | City Name |
| | | |
| | | |
| | | |


 1/1

Figure 1: Example of a list table

Required Properties

- For the header, use wording that best describes the objects in the table. Do not use the words "table" or "list" because the user can already see the layout.
- Left-align the columns containing text and ID numbers. Right-align columns containing numerical values, such as quantities, measures and currencies.
- Use the number of rows per page consistently (for example, 10 rows per page), leaving the rows empty if there is no data, so that the footer always appears at the bottom.
- Paging: Current page / Total pages.

Optional

- Icons can be added on the table header.
- Column header labels can be links, used to sort items. If used, provide an sort icon indicating which column is sorted. An up arrow indicates that the first item is displayed at the top, and a down arrow indicates that the last item is displayed first.
- Displaying multiple rows per record in a table is allowed, though not recommended.
- Providing edit fields in tables is allowed, though not recommended, because of performance and computation resources issues.
- [Searches and filters](#)
- The number of items can be displayed on the footer, but the method must be consistent throughout the application.


| |
|--|
|  7 customers found 1/1 |
|--|

Figure 2: A footer with search results

Dimensions

- Width: 100% of container (standard = 240 pix)
- Must include 11 pix space for scroll bar
- Table row height: 20 pix
- Footer height: 15 pix
- Space between header icons: 1 pix
- Space between paging icons: 4 pix

Colors and Fonts

- Header and footer background: Dark blue-gray #CBD5E1
- Header font: Bold black #000000
- Column header background: Medium blue-gray #DCE3EC
- Column header font: bold black #000000 left-align, except for numbers
- Cell background: White #FFFFFF
- Cell Border: Gray #DCE3EC
- Cell font: Regular black #000000
- Alternating row background (in multirow tables): Light blue-gray #E9EEF4

Semantic background colors can be used to emphasize some rows (for example, subtotals and totals) or grouping within table entries. Limit the number of colors used to a minimum and, to accommodate colorblind users, make sure that they are not the only means of conveying information.

- Group level 1: Blue #90AEEE
- Group level 2: Blue #AEC4F2
- Group level 3: Blue #CCDAF6
- Total: Yellow #FFF605
- Subtotal: Yellow #FFFB8C
- Positive: Green #AACDA1
- Negative: Red #F66767



next

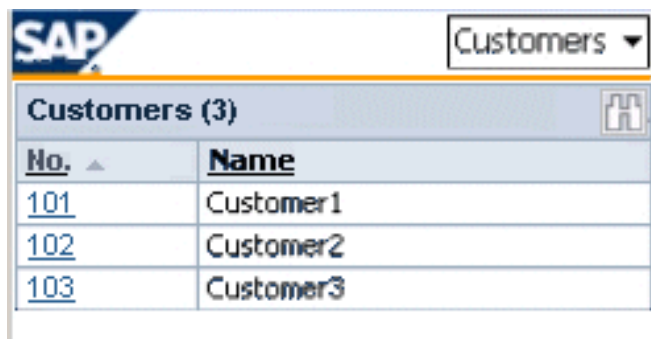
Source: [SAP Style Guide for PDA Applications](#)

Filters and Searches

Filters are good for reducing the amount of data, especially complex data, that is displayed as the result of a search. Use them for queries that would otherwise result in more data than could be displayed effectively.

Choose a method for providing possible values based on the amount and complexity of the data involved. Consider the following:

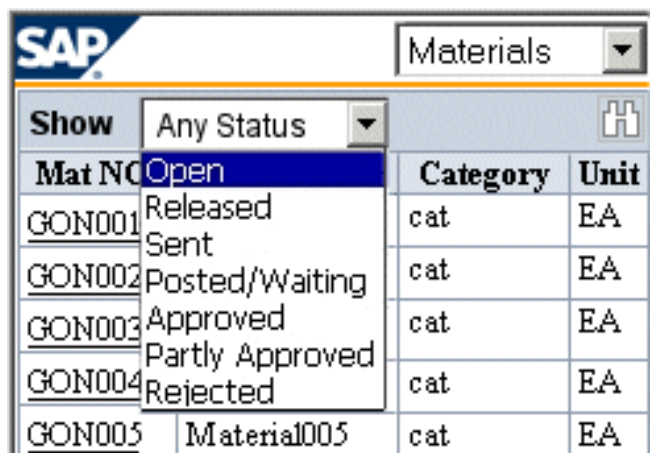
- A **sort** function (figure 1) allows users to sort each column in ascending or descending order by selecting the link on the column header.
- **Filtering dropdowns** (figure 2) are good for up to 15 values and are good for reducing the number of items in a list.
- **Search fields** (figure 3) require data entry. They should be used to find expressions that are too large to be offered in a dropdown list box. Two search fields can be combined on one row and interpreted as an "AND." A search field can also be combined with a dropdown list box to limit the search within a category. The advantage of a search row is that it remains available on the search results page if a new search is required.
- **Search pages** (figure 4) are good for advanced searches containing many criteria. They would contain a "Find" title, input fields, and a *Search* button.



The screenshot shows the SAP logo in the top left corner. In the top right, there is a dropdown menu labeled 'Customers'. Below this, the title 'Customers (3)' is displayed next to a house icon. The main table has two columns: 'No.' and 'Name'. The 'No.' column has a small upward-pointing triangle next to it, indicating it is sorted in ascending order. The table contains three rows of data.

| No. ▲ | Name |
|---------------------|-----------|
| 101 | Customer1 |
| 102 | Customer2 |
| 103 | Customer3 |

Figure 1: Sort function



The screenshot shows the SAP logo in the top left corner. In the top right, there is a dropdown menu labeled 'Materials'. Below this, the title 'Show' is displayed next to a house icon. A dropdown menu is open, showing a list of status options: 'Open', 'Released', 'Sent', 'Posted/Waiting', 'Approved', 'Partly Approved', and 'Rejected'. The main table has four columns: 'Mat No', 'Category', and 'Unit'. The 'Mat No' column has a small upward-pointing triangle next to it, indicating it is sorted in ascending order. The table contains five rows of data.

| Mat No | Category | Unit |
|--------|--------------|------|
| GON001 | cat | EA |
| GON002 | cat | EA |
| GON003 | cat | EA |
| GON004 | cat | EA |
| GON005 | Material1005 | cat |

Figure 2: Filtering dropdown

| Name | Qty |
|------------|-----|
| Material B | |
| Material | |
| Material F | |
| Material G | |

Figure 3: Search field combined with filtering dropdown

Figure 4: Search page

Prohibited

The use of filtering tabs, which is problematic for internationalization.

| No. | Name |
|-----|-----------|
| 101 | Customer1 |
| 102 | Customer2 |
| 103 | Customer3 |

Figure 5: Prohibited filtering tabs

Input Fields and Labels

Input fields are used for entering and displaying data in [edit pages](#). Input fields can have different behaviors, such as password, read-only, or required. They may also have different states, such as normal and invalid.



Figure 1: Different types of input fields

Required Properties

- Provide a field label.
- Align fields on both sides. For smaller fields, use half the width of a regular field.
- Required field indicator: Red asterisk located on the left of the field.
- Refer to SAP Web Style Guide for field labels and abbreviations guidelines.
- To prevent errors, provide useful input aids. For example, provide date and time fields that are preformatted, provide dropdown list boxes instead of input fields, and provide selection lists (triggered by the Field Help icon).
- Avoid required input fields if they are not really required to complete a task. If you cannot avoid using required input fields, make sure you indicate that user entry is required.

Recommended

- Place a label to the left of the field it describes. If this is not possible, place it above and left-aligned with the field. For instance, use a label above the field to provide more space for editing notes.
- Use nouns or phrases with nouns.
- Use title case, for example "Shipping Address" not "Shipping address."
- Do not use punctuation at the end of the word or phrase.
- Remember that translations may require more space than the original language, provide extra spaces.
- Consider providing a link to the glossary if it would help users understand the field label.
- Use terms from SAPTerm, the dictionary of all SAP terminology available on SAPNet.
- If a field is hard to understand, provide a short instruction above the label.
- If a group of fields is hard to understand, provide instructions above the group and left-aligned with it. Use complete sentences (for example, *Enter your home address*).

Fonts and Colors

- Input field background: White #FFFFFF
- Standard field border: Black #000000
- Regular text font: Regular black #000000
- Invalid input field border: Red #D0001D
- Invalid input field label font: Bold red #D0001D



Message Bar

The message bar is an area to present error, feedback, progress, and alerts to the user. The key aspects of the message bar are the message bar, message icon, message text, and divider line.

Required Properties

- Standard height: 24 pix
- Dividing line color: blue #225A8D

Success Messages

Inform users that an action has been successfully completed if they cannot immediately see the effect of the action, or if it is part of a critical business function.

- Locate success messages on top of the page to ensure that the user can read the success message without scrolling.
- Include a confirmation icon.
- If the function triggers a subsequent window (for example, a summary of the new transaction), position the success or information messages at the beginning of the new window.

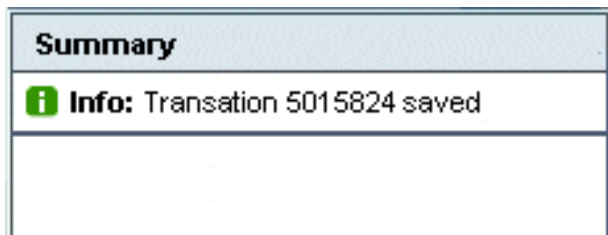


Figure 1: Success message

Error Messages

Support users in recovering from errors by providing instructions for correcting the error, the location of the error, and useful input aids. For example, offer possible inputs such as typical values, plausible spelling alternatives, last entries, or data from previous screens.

- Emphasize error fields by bolding the label and coloring both the label and the field borders in Red #D0001D
- Allow the user to continue working in areas that are unaffected by the error.

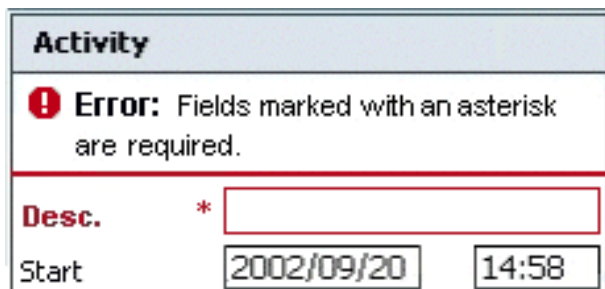


Figure 2: Error message and marked field

Colors and Fonts

- *Info* and *Error* label: Bold black #000000
- Standard text: Black #000000
- Background: White #FFFFFF
- Info dividing line color: Dark blue #225A8D
- Error dividing line color: Red #D0001D



next

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Dialog Box

You may use dialogs for the confirmation of important changes that could have a potentially destructive effect (such as erasing or overwriting data), before exiting the application, and for severe errors like aborts that need direct user intervention.

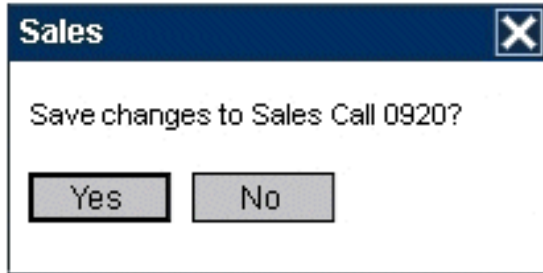


Figure 1: Confirmation Dialog

Required Properties

- Formulate messages so they can be answered with standard Yes, No or Cancel.
- The dialog box must be centered on the page, both horizontally and vertically.
- Disable the background page in order to insure that the dialog remains on top, and provide an alternative confirmation page for devices that do not support pop-ups, such as a new page with white background and a dialog layout.

Optional

- If you are not using the operating system dialogs, provide a *Cancel* icon on header, a *Yes* button, and a *No* button.

Recommended

- Avoid using dialog boxes for simple error messages.

Dimensions

- Minimum height: 100 pix
- Header width: 205 pix
- Header height: 20 pix
- On the header, provide a 4 pix margin on the left and a 1 pix margin on the right
- On the header, provide a 1 pix leading space between each icon

Colors and Fonts

- Header background: Blue #003366
- Header font: Bold white #000000
- Container background: White #FFFFFF
- Container text: Standard Black #000000
- Border: Blue #003366



Date Navigator

The date navigator is a control for advanced handling of all actions, that require a date input, and for visualizing a date.

| Calendar ✕ | | | | | | | |
|---|-----|-----|-----|-----|-----|-----|-----|
| ◀ 2000 ▶ | | | | | | | |
| Jan | Feb | Mar | Apr | May | Jun | Jul | Aug |
| Jul | Aug | Sep | Oct | Nov | Dec | | |
| | Su | Mo | Tu | We | Th | Fr | Sa |
| 11 | 23 | 24 | 25 | 26 | 27 | 28 | 1 |
| 12 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 13 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 14 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 15 | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 16 | 30 | 31 | 1 | 2 | 3 | 4 | 5 |
| <u>Today</u> | | | | | | | |

Figure 1: Date Navigator

Required Properties

- The entire [navigation bar](#) with the logo and dropdown menu should be removed so that the user has to explicitly select a date or cancel to exit this page.
- Provide a [page header](#).
- All dates can be selected, including dates from the previous and next month.

Optional

- In Pocket IE, to improve performance, the current day may be indicated by bolding the date instead of circling it .
- In Pocket IE, dates may be standard underlined links.

Dimensions

- Width: 100% of container (standard = 240 pix)
- Table header and footer height: 22 pix
- Calendar rows height: 16 pix

Colors and Fonts

- Header, footer and inactive month tab: Blue-Gray #CBD5E1
- Active month tab, inactive month text, and current day border: Dark blue #225A8D
- Active tab text, column and row header borders: White #FFFFFF
- Column header (week numbers and days) and day cell borders: Blue-Gray #DCE3EC
- Previous month and next month cell background: Light blue-gray #E9EEF4
- Regular date background: White #FFFFFF
- Cell font: regular black #000000
- Emphasized cell color 1: Blue-green #BBDDDD
- Emphasized cell color 2: Yellow #FFFB8C
- Emphasized cell color 3: Green #AACDA1
- Emphasized cell color 4: Red #F66767

- Emphasized cell color 5: Orange #FDBB71

The emphasized colors can be used to highlight specific days (for example weekends and holidays). They are independent of the semantic colors used in the table, but green and red should be used with care since they generally represent positive and negative.



Source: [SAP Style Guide for PDA Applications](#)

Time Picker

The time picker is a control to input time, which functions as a dialog box or dialog page. It can be used to select an hour (for example, 1:00 pm) or a time period (for example, from 1:00 pm to 2:00 pm).

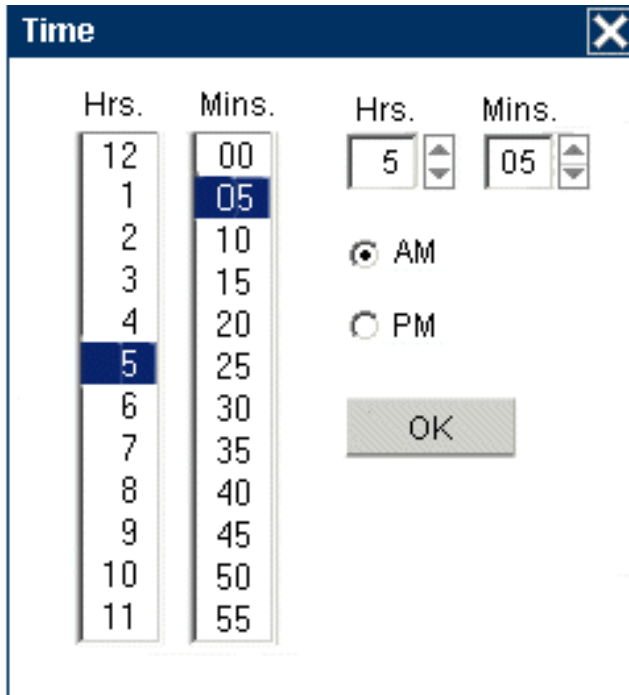


Figure 1: Time picker for single time entry

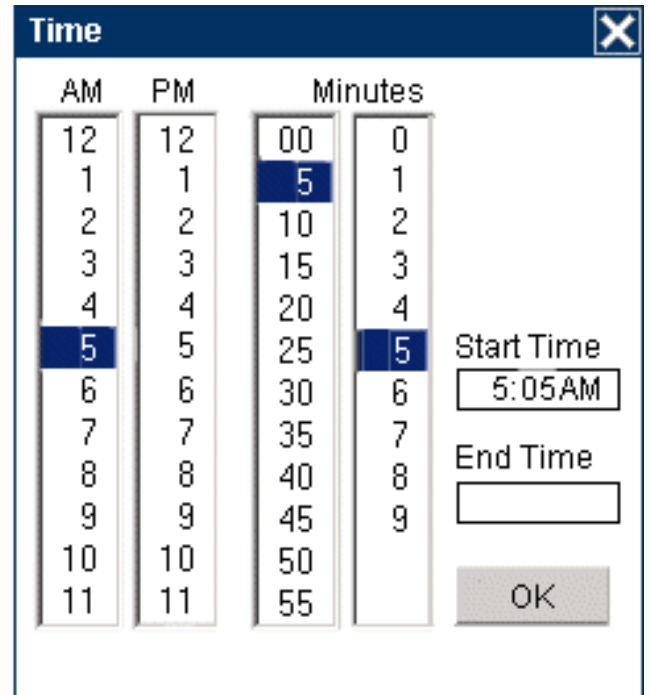


Figure 2: Time picker for time period entry.

Required Properties

- The entire [navigation bar](#) with the logo and dropdown menu should be removed so that the user has to explicitly select a date or cancel to exit this page.
- Provide a [page header](#).
- Left-align numbers

Optional

- *Now* button
- *Day* button (for example, from 9:00 am to 5:00 pm)
- *No Time* button (for example, in a calendar application)

Dimensions

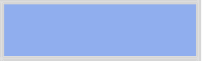






- Width: 100% of container (standard = 240 pix)
- Table header and footer height: 22 pix
- Calendar rows height: 16 pix, including 1 pix border

Colors and Fonts

- Background color: White #FFFFFF
- Regular text: Black #000000

Semantic Backgrounds




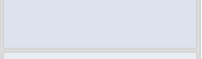
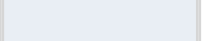
These colors are used to emphasize certain rows (for example, subtotals and totals) or grouping within table entries. Limit the number of colors used to a minimum and, to accommodate colorblind users, make sure that they are not the only means of conveying information.

| | | |
|---------------|---------|---|
| Group level 1 | #90AEEE |  |
| Group level 2 | #AEC4F2 |  |
| Group level 3 | #CCDAF6 |  |
| Total | #FFF605 |  |
| Subtotal | #FFFB8C |  |
| Positive | #AACDA1 |  |
| Negative | #F66767 |  |

Fields

| | | |
|---|---------|---|
| Required field indicator; Error indicator | #D0001D |  |
|---|---------|---|

Date Navigator

| | | |
|---|---------|---|
| Header and footer; inactive month tab | #CBD5E1 |  |
| Active month tab; inactive month text; current day border | #225A8D |  |
| Active tab text; column and row header borders | #FFFFFF |  |
| Column header (week numbers and days); day cell borders | #DCE3EC |  |
| Previous month and next month cell | #E9EEF4 |  |

The following colors can be used to highlight specific days (for example weekends and holidays). They are independent of the semantic colors used in the table, but green and red should be used with care since they generally represent positive and negative.

| | | |
|-------------------------|---------|---|
| Emphasized cell color 1 | #BBDDDD |  |
| Emphasized cell color 2 | #FFFB8C |  |
| Emphasized cell color 3 | #AACDA1 |  |
| Emphasized cell color 4 | #F66767 |  |
| Emphasized cell color 5 | #FDBB71 |  |











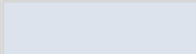

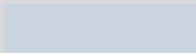


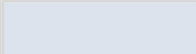
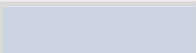
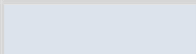
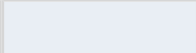




[next](#)

Source: [SAP Style Guide for PDA Applications](#)

Colors

This section contains the complete list of colors allowed for SAP applications running on PDAs. These colors have been chosen based upon the mySAP CRM and Enterprise Portal palettes, with some minor adjustments for better display on mobile devices.

| Usage | Hex Value | Color |
|---|-----------|---|
| General | | |
| These colors apply to all elements except when specified otherwise. | | |
| Border | #003366 |  |
| Background | #FFFFFF |  |
| Text | #000000 |  |
| Standard link | #225A8D |  |
| Visited link | #756183 |  |
| Active link | #FF9A00 |  |
| Disabled link | #999999 |  |
| Navigation Bar | | |
| Separation line | #FF9A00 |  |
| Page Header | | |
| Header | #003366 |  |
| Text | #FFFFFF |  |
| Tab Strip | | |
| 1 pix border on top | #DCE3EC |  |
| Active tab; Inactive tab text; 2 pix separator border | #225A8D |  |
| Inactive and disabled tabs | #CBD5E1 |  |
| Active tab text | #FFFFFF |  |
| Disabled tab text | #79818D |  |
| Group Box | | |
| Header and footer | #DCE3EC |  |
| List Table | | |
| Header and footer | #CBD5E1 |  |
| Column header | #DCE3EC |  |
| Alternating row | #E9EEF4 |  |
| Cell border | #909CAE |  |
| Marked borders | #FF9A00 |  |

Text Formats

This section contains a list of fonts and formatting allowed for texts within standard SAP mobile applications. While browsers currently available may not support every formatting option specified, it is expected that future versions will do so. Therefore, for forward compatibility, application developers must follow the below specifications precisely.

*Setting the font size to 1 is allowed but not recommended for titles and column headers.

| Style | Font | Color | Size* | Font Style |
|--------------------------------|-------|---------|-------|----------------------------------|
| Pages | | | | |
| Header | Arial | #FFFFFF | 2 | Bold |
| Standard (default) | Arial | #000000 | 2 | Regular |
| Standard link | Arial | #225A8D | 2 | Underline |
| Visited link | Arial | #756183 | 2 | Underline |
| Disabled link | Arial | #999999 | 2 | Underline |
| Dropdown List Box | | | | |
| Options | Arial | #FFFFFF | 1 | Regular |
| Tab Strip | | | | |
| Selected tab | Arial | #FFFFFF | 2 | Bold |
| Inactive tab | Arial | #000000 | 2 | Bold |
| Edit Fields | | | | |
| Field label | Arial | #000000 | 2 | Regular |
| Field contents | Arial | #000000 | 2 | Regular |
| Required field indicator (*) | Arial | #D0001D | 2 | Bold |
| Required field error highlight | Arial | #D0001D | 2 | Bold |
| List Table | | | | |
| Header | Arial | #000000 | 2 | Bold |
| Column header | Arial | #000000 | 2 | Bold |
| Cell | Arial | #000000 | 2 | Regular |
| Date Navigator | | | | |
| Month/year | Arial | #000000 | 2 | Bold |
| Week number and day headers | Arial | #000000 | 2 | Regular |
| Day | Arial | #225A8D | 2 | Regular (underline for PocketIE) |
| Current day | Arial | #225A8D | 2 | Bold |

Icon Library

Using Icons

Judicious use of easily understood icons can enhance the usability and overall user experience of an application's user interface. Icons can provide quick and easily understood graphical cues to functions and status of information, while at the same time conserving space and improving the look and feel.

However, overuse of icons or the use of overly complex icons can be detrimental to the usability of an application. Colorful icons, while they can be individually appealing, can quickly overwhelm the user visually. Additionally, using a large number of icons can be overwhelming to users of varying skill levels. Therefore, icons should be used sparingly. It is a clear case of "less is more" when it comes to icons.





That being said, in the case of mobile applications, where the user interface "real estate" is highly limited, and therefore precious, the benefits of providing simple, strong, compact visual cues to users cannot be ignored.

The icons presented here are based on standard SAP icons. However, they have been optimized for mobile applications—they are small, designed with a simple color scheme, and suitable for non-color displays.

The following section contains the complete list of icons allowed. All icons were created with a transparent background and are available in the [Icon Archive file](#).

Synchronization Icons



During synchronization, incoming items from the server are listed separately from outgoing items. In the interests of simplicity and usability, only incoming errors will be marked with an icon.

| Icon | Name | Description |
|---|-----------------|--|
|  | Status Green | The business object has been synchronized successfully. |
|  | Status Yellow | The business object has been sent to the server, but that no confirmation has been received from the server. |
|  | Status Red | An error occurred while synchronizing the business object with the server. |
|  | Status Inactive | The business object has not yet been synchronized. |

Message Icons













Message icons are located on the [message bar](#).

| Icon | Name | Description |
|---|-------|---|
|  | Error | Used for error messages not pertaining to a specific field. |

| | | |
|---|---------|-----------------------|
|  | Warning | Warning messages |
|  | Confirm | Confirmation messages |

Page Management Icons













Icons must not be used to represent navigation functions that are not listed here. They should be represented with hyperlinks or buttons.

| Icon | Name | Description |
|---|----------------------------------|---|
|  | Back | Goes to the previous page. |
|  | Submit | Navigates to the next screen of a form, without saving. |
|  | Save | Saves changes to a business object. |
|  | Cancel | Cancel the creation or editing of a business object. |
|  | Sort Descending | Identifies which column is being sorted and the order of the sort is first item to last item. |
|  | Sort Ascending | Identifies which column is being sorted and the order of the sort is last item to first item. |
|  | First Page (enabled/disabled) | First Page for pagination within a table or group. |
|  | Page Up (enabled/disabled) | Page Up for pagination within a table or group. |
|  | Page Down (enabled/disabled) | Page Down for pagination within a table or group. |
|  | Last Page (enabled/disabled) | Last Page for pagination within a table or group. |
|  | Next Year | Used in the date navigator to display next year. |
|  | Previous Year | Used in the date navigator to display previous year. |

Action Icons

Action icons are located on the [page header](#) or the [group box header](#).

| Icon | Name | Description |
|------|------|-------------|
|------|------|-------------|

| | | |
|---|--------------|--|
|  | Copy | Copies an existing business object. |
|  | Delete | Represents the function for deleting an unsynchronized business object, or marking a previously synchronized business object for deletion. |
|  | Edit | Displays an edit page for an existing business object. |
|  | Field Help | Represents the function for calling Help or Search Help screens, including the date and time navigators. |
|  | Filter | Labels a filter input field. |
|  | Help Page | Displays a help page |
|  | Long Text | Displays a long text version |
|  | New | Creates a new business object |
|  | Refresh | Refreshes original data upon next synchronization. |
|  | Search | Displays or hides the search field. |
|  | Text Display | |
|  | Undo | Cancels the last action. |

Source: [SAP Style Guide for PDA Applications](#)