Selecting Quality eLearning Courseware
Evaluation Instrument

This evaluation instrument is intended to serve as a guide to ensure that a systematic process is used when evaluating eLearning courseware. The major considerations for each courseware are divided into five criteria areas. Rate each of these using the scale from "Strongly Agree" to "Strongly Disagree".

Instructional Design, Content and Assessment	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Learning objectives are clearly stated.	☐	☐	☐	☐	☐
Content supports the stated objectives.	☐	☐	☐	☐	☐
Content is written at an appropriate level of difficulty.	☐	☐	☐	☐	☐
Amount of content presented is appropriate.	☐	☐	☐	☐	☐
Presentation of the content is clear.	☐	☐	☐	☐	☐
Tone and language are appropriate.	☐	☐	☐	☐	☐
Content is up-to-date.	☐	☐	☐	☐	☐
Content is relevant to the profession.	☐	☐	☐	☐	☐
The content is organized into easy to comprehend lessons.	☐	☐	☐	☐	☐
Exercises and assessments are relevant and measure accomplishment of the stated learning objectives.	☐	☐	☐	☐	☐
Overall, the instructional design, content and assessment elements of the course are well done.	☐	☐	☐	☐	☐

Summary of issues with instructional design, content or assessment.

Strengths:

Weaknesses:

Interface and Navigation	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The screen is clearly divided into functional areas through the effective use of color, borders and/or white space.	☐	☐	☐	☐	☐
The purpose of the different areas of the screen is clear.	☐	☐	☐	☐	☐
The elements in the different areas are grouped logically.	☐	☐	☐	☐	☐
Is it easy to distinguish between active and inactive elements.	☐	☐	☐	☐	☐

Interface and Navigation	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The active elements are labeled clearly.	☐	☐	☐	☐	☐
A home link appears on every page.	☐	☐	☐	☐	☐
The course lessons are represented in the navigation.	☐	☐	☐	☐	☐
The lesson is highlighted in the navigation when you are in it.	☐	☐	☐	☐	☐
The navigation label contains the lesson number and title.	☐	☐	☐	☐	☐
The lesson navigation has forward and back arrows.	☐	☐	☐	☐	☐
The lesson pages are numbered.	☐	☐	☐	☐	☐
There is a summary of what you have completed.	☐	☐	☐	☐	☐
The course remembers where you left off and makes it easy to get back to that point.	☐	☐	☐	☐	☐
Overall, the interface and navigation elements of the course are well done.	☐	☐	☐	☐	☐

Summary of issues with interface and navigation.

Strengths:

Weaknesses:

Media, Interactivity and Aesthetics	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The text's font size and style make it easy to read.	☐	☐	☐	☐	☐
The text columns are roughly 40 characters in width.	☐	☐	☐	☐	☐
There is a blank line approximately every 5 lines.	☐	☐	☐	☐	☐
The media visuals assist in comprehending the text.	☐	☐	☐	☐	☐
The media visuals have a professional look.	☐	☐	☐	☐	☐
The interactions are provided frequently enough to assist in comprehension and retention.	☐	☐	☐	☐	☐
The interactions apply the material in a "real-world" way.	☐	☐	☐	☐	☐
The interactions allow for revisiting existing material or reviewing additional material.	☐	☐	☐	☐	☐
The screen design is consistent, clean and clear.	☐	☐	☐	☐	☐
The colors used are appealing and appropriate for the topic.	☐	☐	☐	☐	☐
The media aesthetics complement the interface aesthetics.	☐	☐	☐	☐	☐
White space is used effectively to make the screen seem uncluttered.	☐	☐	☐	☐	☐
Labels and icons are prominent without being distracting.	☐	☐	☐	☐	☐
Overall, the media, interactivity and aesthetic elements of the course are well done.	☐	☐	☐	☐	☐

Media, Interactivity and Aesthetics	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree

Summary of issues with media, interactivity and aesthetics.

Strengths:

Weaknesses:

Technical Operation	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The technical requirements of the course are clearly stated.	☐	☐	☐	☐	☐
The course is technically compatible with your organization's IT infrastructure.	☐	☐	☐	☐	☐
The course is technically compatible with your learner's systems and learning environment.	☐	☐	☐	☐	☐
If the course requires installation of new software, the install process is simple and easy to follow.	☐	☐	☐	☐	☐
The course makes it easy to download any supporting materials.	☐	☐	☐	☐	☐
Adequate technical support is available for learners who have trouble installing or using the course.	☐	☐	☐	☐	☐
The course supports bookmarking and shows which parts of the course the learner has completed.	☐	☐	☐	☐	☐
The course is accessible to people with disabilities.	☐	☐	☐	☐	☐
Any browser plug-ins required are widely implemented or easily accessible by learners.	☐	☐	☐	☐	☐
If the course is web-based, it is designed to have reasonable page download times.	☐	☐	☐	☐	☐
Overall, the technical elements of the course are well done.	☐	☐	☐	☐	☐

Summary of issues with technical operation.

Strengths:

Weaknesses:

Modularity/Reusability	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course uses a learning objects approach, so that its components can be reused in other courses.	☐	☐	☐	☐	☐
The course uses industry standards, such as SCORM and MEDBIQ-SCORM, so that it can be reused in other contexts and systems.	☐	☐	☐	☐	☐
If the course uses metadata, the metadata is used and applied consistently to course components.	☐	☐	☐	☐	☐
If the course does use metadata, it uses a standardized vocabulary or terminology, such as MeSH or SNOMED, to indicate the course subject.	☐	☐	☐	☐	☐
The content uses style sheets, XML, or XHTML to allow course developers to easily change the look and feel of learning objects when reusing in another course.	☐	☐	☐	☐	☐
Overall, the modularity/reusability elements of the course are well done.	☐	☐	☐	☐	☐

Summary of issues with modularity/reusability.

Strengths:

Weaknesses: