

Resource Checklist

- has a meaningful title
- clear learning objectives
- has to be interactive
- indication of level of use
 - ideas on where it will go in the CMS
 - know how the resource is to be used (Review, Additional support, etc)
- ALL Content must be correct
 - Factually Correct and up to date
 - Content must be concise
 - Spelling and Grammar must be correct
 - It makes sense
- Formatting must be consistent
 - Headings, main content, etc
 - Capital letters are consistent
 - Fonts are consistent: type, size, colour
 - Whitespace, and bullet points
- Technical Options
 - Can student skip slides, steps, and quizzes
 - How many question attempts
 - How many seconds per slide in presenter / student progress at own speed
- Quiz Content and Settings
 - Feedback is present, and supportive for learning (both correct and incorrect)
 - Questions should be clear, and make sense
- Images
 - Images should be relevant to the material
 - Seek consent for images of people
 - Images should be clear and of good quality
 - Labelled images should be correctly labelled
 - If images are not your own, at least know where the image came from, is it copyright free
- Check again after publishing