

Course material evaluation worksheet

Resource name / author:

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Coverage / Content Accuracy / Clarity

- Coverage of key elements, issues, concepts
- Conceptual accuracy
- Use of key figures, visual components
- Clarity of writing style
- Accuracy (grammar, spelling, equations)
- Adherence to technical standards / notation
- Reasonably free of bias

Excellent	Good	Poor	Unknown	n/a	Notes

Currency

- Date of most recent update
- Relevance of cultural references
- Functional links (if any)

Accessibility / Usability

- Cost
- Language
- Geographic focus / cultural audience
- Format(s) / interface / platform
- Simplicity of organizational structure
- Accessibility Statement
 - Machine-readable text¹
 - Accessible navigation structure, headings¹
 - Alt-text / machine readable figures / illustrations¹
- Usable on multiple browsers / devices
- Electronic and print options

Sharing and Adaptability

- CC license² (allowing no-cost file sharing / redistribution)
- CC license² (allowing no cost customization & sharing)
- Availability of editable source files
- Adaptation ideas or guide
- Project homepage + discussion / sharing space

¹ Contact your local accessible technology office or visit the National Center on Disability and Access to Education <http://www.ncdae.org>

² Creative Commons licenses: <https://creativecommons.org/licenses>

Relevance as a teaching/learning resource

- Content maps to overall curriculum
- Content supports course learning outcomes
- Percent of the resource usable for your purpose
- Appropriate chapter lengths
- Ability to easily reference pieces of content
- Appropriate reading level
- Appropriate visual level / design / figures / diagrams
- Appropriate expectations of math / technical knowledge
- Interface/platform contributes rather than distracts

Excellent	Good	Poor	Unknown	n/a	Notes

Instructor resources

- Adopter/adaptor community forum / discussion space
- Instructor guide / sample syllabus
- Chapter-level questions / solution manuals / testbank
- Slides (figures or images)
- Activities
- Assessment plan

Authority

- Author credentials
- Institutional or publisher reputation
- If adapted OER³ attribution & transformation statements
- Peer review statement / method of quality control
- Sources are properly cited
- External reviews
- Publicly-shared errata

³ OER (Open educational resources) are licensed to be freely adopted, customized and shared. In the case of an adapted OER, attribution is required and a transformation statement is valuable for communicating who made which contributions or changes to a resource.

References:

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