

Criteria for Publisher Digital Content

To assist faculty and technology support personnel with the evaluation of electronic materials. Various priority levels are assigned to each checkpoint, which impact the level of portability.

[Priority 1]

The package and all content therein must satisfy these checkpoints. This is required for all groups to be able to access and transport content contained in the package.

[Priority 2]

The package and all content therein should satisfy these checkpoints. Some groups may have difficulty accessing and transporting materials that fail to meet these guidelines.

[Priority 3]

The package and all content therein may address this checkpoint. These criteria are optional but will assist groups in the delivery of the package contents.

<i>No.</i>	<i>Meets Criteria</i>	<i>Item</i>	<i>Reason/Definition</i>	<i>Priority (1-3)</i>
<i>1</i>	<input type="checkbox"/>	<i>All content is 508 Compliant?</i>	<i>Accessibility</i>	<i>1</i>
<i>2</i>	<input type="checkbox"/>	<i>All content adheres to W3C guidelines?</i>	<i>Accessibility and usability</i>	<i>1</i>
<i>3</i>	<input type="checkbox"/>	<i>All content follows the Web Accessibility Guidelines 1.0?</i>	<i>Accessibility</i>	<i>1</i>
<i>4</i>	<input type="checkbox"/>	<i>File sizes (components are no larger than 200kb - 500kb)</i>	<i>Accessibility and usability</i>	<i>2</i>
<i>5</i>	<input type="checkbox"/>	<i>IMS Content Packaging Specification 1.0, 1.1, 1.1.1, 1.1.2, or 1.1.3 compliant?</i>	<i>Portability</i>	<i>1</i>
<i>6</i>	<input type="checkbox"/>	<i>SCORM 1.0, 1.1, 1.2, or 2004 complaint?</i>	<i>Portability</i>	<i>1</i>
<i>7</i>	<input type="checkbox"/>	<i>Is content static or dynamically generated?</i>	<i>Portability</i>	<i>1</i>
<i>7a</i>	<input type="checkbox"/>	<i>If dynamic, SCORM compliant?</i>	<i>Portability</i>	<i>1</i>
<i>7b</i>	<input type="checkbox"/>	<i>If dynamic, are page re-directs used? (If so, the redirect must be in a frameset that adheres to W3C guidelines)</i>	<i>Portability</i>	<i>1</i>

No.	Meets Criteria	Item	Reason/Definition	Priority (1-3)
7c	<input type="checkbox"/>	<i>If dynamic, are scripts used to generate content or links? (If so, this should be replaced with another method)</i>	<i>Portability</i>	<i>1</i>
8	<input type="checkbox"/>	<i>Can content be re-organized and remain functional?</i>	<i>Usability</i>	<i>1</i>
9	<input type="checkbox"/>	<i>Are documents made available in the Adobe Acrobat (PDF) format?</i>	<i>Accessibility</i>	<i>1</i>
10a	<input type="checkbox"/>	<i>If so, are the originals included?</i>	<i>Accessibility</i>	<i>3</i>
10b	<input type="checkbox"/>	<i>If so, are web-based versions included?</i>	<i>Accessibility</i>	<i>2</i>
10c	<input type="checkbox"/>	<i>If so, are the accessibility features enabled?</i>	<i>Accessibility</i>	<i>1</i>
11	<input type="checkbox"/>	<i>Are Office documents included? If so, are web-based versions included?</i>	<i>Accessibility</i>	<i>1</i>
12	<input type="checkbox"/>	<i>Are word processing documents saved in Rich Text Format (RTF)?</i>	<i>Accessibility</i>	<i>1</i>
13	<input type="checkbox"/>	<i>What plug-ins are required? (Flash, Shockwave, QuickTime, etc.)</i>	<i>Accessibility and usability</i>	<i>2</i>
14	<input type="checkbox"/>	<i>If plug-ins are required, are text equivalents provided for the material.</i>	<i>Accessibility</i>	<i>1</i>
15	<input type="checkbox"/>	<i>Are proprietary plug-ins required to access the content?</i>	<i>Accessibility and usability</i>	<i>2</i>
15a	<input type="checkbox"/>	<i>If so, can they be re-distributed</i>	<i>Usability</i>	<i>2</i>
15b	<input type="checkbox"/>	<i>If so, are there any costs associated with their use?</i>	<i>Usability</i>	<i>2</i>
16	<input type="checkbox"/>	<i>Are components available as one package, individual packages or both? (i.e. test bank, content, discussions, etc.)?</i>	<i>Portability</i>	<i>2</i>
17	<input type="checkbox"/>	<i>Are relative links used?</i>	<i>Portability</i>	<i>1</i>

18	<input type="checkbox"/>	<i>May the content be copied to other courses?</i>	<i>Usability</i>	<i>2</i>
18a	<input type="checkbox"/>	<i>If so, will it copy?</i>	<i>Portability</i>	<i>1</i>
19	<input type="checkbox"/>	<i>Audio/Video content includes uncompressed source files</i>	<i>Usability</i>	<i>2</i>
20	<input type="checkbox"/>	<i>Transcripts are included for all audio/video content?</i>	<i>Accessibility</i>	<i>3</i>
21	<input type="checkbox"/>	<i>Are multiple compression schemes available for audio/video content (low, medium, high)?</i>	<i>Usability</i>	<i>3</i>
22	<input type="checkbox"/>	<i>IMS compatible test bank</i>	<i>Portability</i>	<i>1</i>
23	<input type="checkbox"/>	<i>Test/Question banks should be organized into Sections/Categories</i>	<i>Usability</i>	<i>2</i>
24	<input type="checkbox"/>	<i>Access codes are avoided</i>	<i>Usability</i>	<i>1</i>
25	<input type="checkbox"/>	<i>Is there an additional cost that the students will incur for this material? If so, what is it?</i>	<i>Usability</i>	<i>1</i>
26	<input type="checkbox"/>	<i>Is technical support available:</i>	<i>Usability</i>	<i>3</i>
26a	<input type="checkbox"/>	<i>For the instructor(s)</i>	<i>Usability</i>	<i>3</i>
26b	<input type="checkbox"/>	<i>For the student(s)</i>	<i>Usability</i>	<i>3</i>
26c	<input type="checkbox"/>	<i>For the administrator(s)</i>	<i>Usability</i>	<i>3</i>
26d	<input type="checkbox"/>	<i>For the package</i>	<i>Usability</i>	<i>3</i>
26e	<input type="checkbox"/>	<i>For the content</i>	<i>Usability</i>	<i>3</i>
27	<input type="checkbox"/>	<i>Are standard naming conventions used for documents (human readable)</i>	<i>Usability</i>	<i>3</i>

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