## Software Evaluation Checklist

Based on Rubric Developed by Kristin Miller and Jacqueline Bach, SAS inSchool® Interns, Summer 2001

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<table>
<thead>
<tr>
<th>Criteria</th>
<th>Exemplary Characteristics</th>
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| 1. Instructional Content | • Information is accurate, complete, and current  
• Facts come from reliable sources which are clearly identified  
• Content and context are consistent with the theme  
• All information relates to the stated purpose and learning goals  
• Content moves learners beyond the basics and encourages higher levels of thinking; students are engaged in applying what they learn | | |
| 2. Curriculum Connections | • National and state standards are accessible within the product and may be easily linked to lessons  
• Lists all prerequisite skills  
• Uses all real world examples to make the instruction relevant for the learner  
• Complies with all subject based guidelines | | |
| 3. Graphics/Multimedia | • Graphics are well designed and rendered to enhance learning  
• Background and text are pleasing, compatible and easy to read  
• Graphics are consistent, appropriate and designed to optimize learning  
• Colors are used in an effective way  
• Animation always complements learning  
• Multimedia appears to be directly related to stated purpose and learning goals | | |
| 4. Lay-out | • Layout is clear and intuitive; learners can always find what they need  
• It is easy to navigate through the information to find necessary features  
• Layout is logical  
• Layout is consistent on all pages | | |
| 5. Technical Aspects | • All links work properly  
• Pages work in most common browsers: Netscape and Internet Explorer  
• All multimedia resources work at all times  
• Users are able to access web site or install software with ease  
• Clear and complete directions are available for access or installation | | |
| 6. Adaptability/Accessibility | • Hyperlinks have ALT tags for rollover to assist sight-impaired learners  
• Paragraphs and sections have clear and accurate informative headings  
• Clear and clean fonts are used consistently  
• Content is culturally diverse  
• Product accommodates unique learning styles and various ability levels | | |
| 7. Engagement/Interactivity | • Always requires learners to become actively engaged in order to learn  
• Text and documents always employ multimedia enhancements to make learning interactive  
• Provides appropriate feedback throughout the instruction  
• Keenly motivates the learner to continue learning and master concepts | | |
| 8. Teacher & Learner Support Materials | • Program offers help at any stage  
• Provides various ways to reach technical support  
• Program provides students with additional resources such as web sites, bibliographies, etc. which are suitable to lesson  
• Teachers and students can easily track a student's progress through feedback or other documentation | | |
| 9. Assessment | • Assessment methods are challenging, appropriate, and suited to learning goals  
• Teachers can easily assess students’ progress by evaluating the outcomes provided within the product | | |
| 10. Age/Grade Appropriateness | • Reading level is appropriate for target audience  
• Product is suitable for the age and grade level  
• Directions are clear and complete enough for students to perform required tasks | | |
| 11. Flexibility | • Learners can save at regular intervals and re-enter the instruction at any point  
• All aspects of the software can be easily integrated into classroom activities  
• The program features activities for use in whole class instruction, individual, or group learning experiences | | |

Comments: Overall Rating: