



# THE EME 5250 GROUP

OPEN EDUCATIONAL RESOURCES  
INSTRUCTIONAL SYSTEMS & LEARNING TECHNOLOGIES  
FLORIDA STATE UNIVERSITY

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## OER Revision Evaluation Checklist Template

Name of Page

Authors

Date

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REVISION EVALUATION CHECKLIST TEMPLATE

CRITERIA	ACCEPTABLE	NOT ACCEPTABLE	IF NOT ACCEPTABLE, HOW CAN IT CHANGE TO BECOME ACCEPTABLE
Revisions align with the current content and/or course goals and objectives.			
Revisions provide a clear and comprehensive explanation of the topic.			
Revisions are accurate.			
Revisions are appropriate for the learner.			
Revisions are clear and written in plain language.			
Revisions have no grammatical, spelling, or typographical errors.			
Revisions are current and relevant			
Revisions are relevant and promote inclusion.			
Revision content licensing allows you to comply with the 5Rs.			
Large revisions are consistent with the design, organization, structure, and flow of the existing topic, content, and activity.			
<b>ACCESSIBILITY</b>			
There is a formal accessibility policy.			
There is an accessibility statement for material use.			
<b>Organization</b>			
Titles and section headers are marked as headers and distinct from body text.			
The is a table of contents or menu allows navigation.			
There are page numbers, and they correspond with print numbers.			

CRITERIA	ACCEPTABLE	NOT ACCEPTABLE	IF NOT ACCEPTABLE, HOW CAN IT CHANGE TO BECOME ACCEPTABLE
Content remains organized after the user 'reflows' the page.			
<b>Images</b>			
Non-decorative images are marked with alternative text.			
Decorative images are marked with null alternative text.			
Images are compatible with screen readers and magnification software.			
<b>Tables</b>			
Tables are simple and compatible with screen readers and magnification software.			
Tables are single celled and contain ordered lists.			
Tables include markup that identify rows and columns.			
<b>Hyperlinks</b>			
Links function and connect to their correct location in a text or the website.			
Links connect to a working webpage.			
Links open pages in the same window or alert the user that a new tab is open.			
Links are distinct from body text, descriptively titled, and are a distinct color or italicized.			
<b>Multimedia</b>			
There are closed captions for audio or video content, and it is accurate, punctuated, capitalized, and free of grammatical errors.			
Descriptive transcripts are provided for video content.			

CRITERIA	ACCEPTABLE	NOT ACCEPTABLE	IF NOT ACCEPTABLE, HOW CAN IT CHANGE TO BECOME ACCEPTABLE
The audio or video player used for multimedia content is compatible with assistive technology.			
Video content does not flash more than 3 times per second.			
<b>STEM Content</b>			
STEM formulas and equation are created with an editor compatible with screen readers such as <a href="#">LaTeX</a> or <a href="#">MathML</a> .			
When equations are inserted as images, they are described in an alt. tag.			
<b>Font</b>			
Font is adjustable and compatible with screen readers, magnification software, and colored displays.			
Text remains accessible when any font size is selected.			
All fonts have zoom capabilities to 200%.			
Font meets standard size requirements (12 pt. body, 9 pt. footnote).			
Alternative color and line spacing adjustments are available.			
<b>Color Contrast</b>			
1. All information presented in color is conveyed in text or other images.			
Headers meet <a href="#">WCAG AA</a> contrast standards.			
Body text meets <a href="#">WCAG AA</a> contrast standards.			
Simple images meet <a href="#">WCAG AA</a> contrast standards.			
<b>Interactive Elements</b>			

CRITERIA	ACCEPTABLE	NOT ACCEPTABLE	IF NOT ACCEPTABLE, HOW CAN IT CHANGE TO BECOME ACCEPTABLE
Interactive elements (such as menus, examples, practice questions) allow keyboard only operation with and without assistive technology.			
All instructions, error messages, and prompts are in text and compatible with assistive technology.			
Text allows for keyboard only operation.			
Text is accessible on mobile devices.			
Text in the form of PDFs is searchable and is not a scan or image.			

#### ATTRIBUTIONS

This template was inspired by Wesolek, Andrew; Lashley, Jonathan; and Langley, Anne, "OER: A Field Guide for Academic Librarians" (2018). Pacific University Press. 3. <https://commons.pacificu.edu/pup/3> licensed under a [CC BY 3.0 US](#) License.