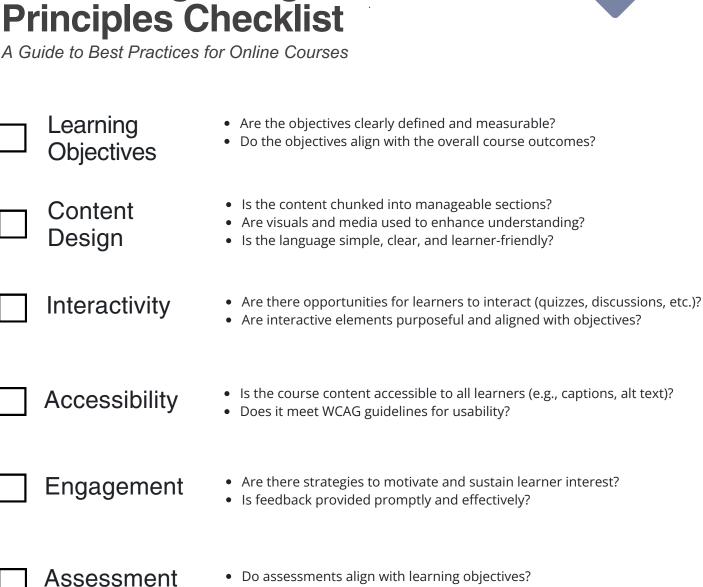


E-Learning Design Principles Checklist



Usability

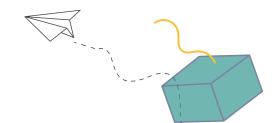
- Is navigation intuitive and user-friendly?
- Are technical instructions and resources provided?

Are varied assessment types included (e.g., formative, summative)?

Improvement

- Is there a mechanism for collecting learner feedback?
- Are there plans for regular updates and maintenance?





Template GUIDE

HOW TO USE THIS TEMPLATE

- Step 1: Open the PDF template.
- Step 2: Print it out and tick the checkboxes as you go.
- Step 3: Use it to plan your online course and refer back to it as a reflection tool later.

TIPS FOR BEST RESULTS

- Focus on your learners' needs and goals.
- Keep content clear, concise, and well-organised.
- Use consistent headings, fonts, and colours.
- Add interactive elements that support learning.
- Check accessibility (e.g., captions, alt text).
- Test your course design with real users.



Organise your training content ideas with our flexible, user-friendly templates.

ADDITIONAL RESOURCES ON OUR WEBSITE

Ready to take your course planning even further? These resources are designed to support and inspire you at every stage of your journey:

- Free All Access Membership Pass (just click Sign Up on our website)
- Blog Posts
- Resource Library

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