**WEB SITE EVALUATION CHECKLIST**

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| --- | --- | --- | --- | --- | --- | --- |
| **URL** | | | | | | |
| **Type of web site** |  | | | | | |
| **Scale: 1 = Poor 5 = Exceptional** | | | | | | |
| **Authority** | | | | | | |
| **Tip: To find out about the author’s expertise, look at links such as: 'About us', 'FAQ', 'Background' or 'Biography'.** | | | | | | |
| The author’s name appears on the site | | 1 | 2 | 3 | 4 | 5 |
| The author’s credentials (position / education is listed) | | 1 | 2 | 3 | 4 | 5 |
| There is an organisation or institution affiliated with the web site | | 1 | 2 | 3 | 4 | 5 |
| Contact details are on the page | | 1 | 2 | 3 | 4 | 5 |
| **Accuracy** | | | | | | |
| **Tip: Anyone can publish a website. You therefore need to be able to identify the author and have contact information. Ensure that the information verifiable.** | | | | | | |
| The information is accurate and has been checked using different sources | | 1 | 2 | 3 | 4 | 5 |
| The information is not contradicted by information found on another site | | 1 | 2 | 3 | 4 | 5 |
| There are links to other sources | | 1 | 2 | 3 | 4 | 5 |
| The information is error free (No spelling or grammar or content errors etc) | | 1 | 2 | 3 | 4 | 5 |
| **Content / Design** | | | | | | |
| **Tip: When using the website, keep looking at whether it is user-friendly to use or whether you are getting frustrated.** | | | | | | |
| The page loads in a reasonable amount of time | | 1 | 2 | 3 | 4 | 5 |
| The site is easy to navigate. Links are clear. | | 1 | 2 | 3 | 4 | 5 |
| Text is easy to read and not cluttered, pages are not too long | | 1 | 2 | 3 | 4 | 5 |
| Graphics are relevant and download quickly | | 1 | 2 | 3 | 4 | 5 |
| Colour, graphics and animation are used well and are not a distraction | | 1 | 2 | 3 | 4 | 5 |
| All links work | | 1 | 2 | 3 | 4 | 5 |
| Information is useful | | 1 | 2 | 3 | 4 | 5 |
| Content is of a good standard and will be revisited | | 1 | 2 | 3 | 4 | 5 |
| How does this site compare to other similar sites | | 1 | 2 | 3 | 4 | 5 |

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| --- | --- | --- | --- | --- | --- |
| **Audience** | | | | | |
| The site is suitable for the audience it is intended | 1 | 2 | 3 | 4 | 5 |
| **Currency** | | | | | |
| **Tip*:* Factual or statistical information that is not updated has no value. Always check for a date when the information was updated or revised.** | | | | | |
| The information on the web page up-to-date | 1 | 2 | 3 | 4 | 5 |
| The date when the information was updated is clearly visible.. | 1 | 2 | 3 | 4 | 5 |
| Up-to-date information is necessary for your purpose. | 1 | 2 | 3 | 4 | 5 |
| **Objectivity** | | | | | |
| **Tip: Does the site present the information with a minimum of bias and without the intention to persuade?** | | | | | |
| The information appears unbiased (not one-sided, critical of opposing views, etc.)? | 1 | 2 | 3 | 4 | 5 |
| The information is factual and not just someone's personal opinion and/or feelings. | 1 | 2 | 3 | 4 | 5 |

|  |  |  |
| --- | --- | --- |
| **Total possible points** |  | **115** |

**Final evaluation**