eLearning Storyboard Checklist

At a minimum, your storyboard should include each of the following pages:

☐ General Information Page – have you given the design team sufficient "global instructions"?

☐ Course Navigation – does your navigation make sense and is it easy to understand? Will it be easy for a student to navigate through your course?

☐ Course Beginning – have you described an intriguing opening to your course that helps the student see what's in it for them?

☐ Introduction for Module One – have you described what the student will learn in this module and how it fits into the course?

☐ Content Pages for Module One – do your content pages:

- o Include only one main point per page
- o Limit the amount of content so it's not overwhelming
- o Use short, simple sentences
- o Use examples and/or stories
- o Use a personal writing style
- o Give the learner something to do
- o Include relevant images, multi-media and narration that will support the content
- o Include practice exercises where appropriate

☐ Module One Summary Page – does your summary page remind the student the content you covered without directly restating your objectives?

☐ Each Succeeding Module – does each module include an introduction, content pages and a summary that meet the criteria stated above for module one?

☐ Course Closing Pages – have you summarized the key points of the entire course and explained how to complete the course?

☐ Course Assessment – have you written out your assessment questions/tools?

☐ Course Evaluation Page – have you specified how the student can provide course feedback?

☐ Course Review/Approval – have you had your subject matter experts and other stakeholders review your initial storyboard?

☐ Course Resources Page – do you have resources you want to make available to the student? If yes, have you indicated that in your storyboard?