LMS Evaluation Scenarios

Evaluation Scenarios

Evaluator_____

Date_____

LMS URL_____

Purpose

The purpose of these scenarios is to help evaluate the utility of our LMS short list selections. These scenarios represent real situations we encounter in our organization. Please evaluate the LMS with regard to the ease with which each task/scenario was accomplished, easy of navigation, & your overall satisfaction with the experience. This information will be used to select the 'best fit' LMS.

Directions
Please record your navigation path to complete the task(s) in each scenario. Indicate success or failure and record any notes or observations you have about the experience.

Scenarios

[Three are presented as examples; please add your own requirements – about 7-10 scenarios.]

Scenario 1 – Take/Resume an assigned course
You've been assigned to take the New Hire training course in the next 30 days. Begin the course. Exit the course at page 7. Resume the course. Complete the course and download a course certificate. Email the certificate to your supervisor to show you are compliant with the training requirement

Pathway(s)	Success (Circle 1)	Notes/Observations
1 - My Training➔ New Hire➔ Start Course 2 - Courses in Progress➔ New Hire 3 – History➔ Download Course Certificate 4 - History➔ Email Course Certificate	0 Not completed 1 Completed with difficulty or help 2 Easily completed	(Notes about your experience: was it easy/not easy; easy or confusing navigation, page layout, or terminology)

Scenario 2 – Task

Identify a task or activity that you will do using the LMS. Please write a description of the task and complete the form as above.

Task Description:

_____

_____

_____

Pathway(s)	Success (Circle 1)	Notes/Observations
	0 Not completed 1 Completed with difficulty or help 2 Easily completed	(Note why was the user successful or not successful, e.g., wrong pathways, confusing page layout, navigation issues, terminology)

Overall Evaluation/Impressions

- What is your overall impression of the LMS?

- What is your impression of the reporting capability?

- Do you feel this LMS is current? Why?

- What did you like best about the LMS?

- What did you like least about the LMS?

- Do you have any other final comments or questions?