

**FOREIGN SERVICE INSTITUTE
CARLOS P. ROMULO SCHOOL OF DIPLOMACY
Language Programs Section**

ONLINE BASIC ARABIC, MANDARIN, AND NIHONGO COURSEWARE

Mock Course Evaluation Criteria

Name of eLearning Company: _____

Date: _____

Name of Evaluator: _____

Office: _____

Criteria	Strongly Disagree (1 point)	Disagree (2 points)	Neutral (3 points)	Agree (4 points)	Strongly Agree (5 points)
Interface					
1. Includes a Welcome Page.					
2. Includes a log-in/sign up interface.					
3. Includes Selections/Menu.					
4. Easy to navigate and provides instructions/definitions of icons.					
5. Includes User Account Management where administrators can create user accounts and be able to delete accounts afterwards and Master Database/Content Management modules where users data can be saved including their progress and activities.					

6. Includes a user dashboard for quick view of learning progress (completed and in progress modules of courseware).					
7. Content is structured wherein the user may not access the next part without completing the previous task.					
Courseware					
8. Online courseware is in SCORM format.					
9. Mock course employs interactive eLearning contents/materials (texts, animations, voiceovers) that are appropriate for building skills in listening, reading, writing, and mostly speaking the target languages.					
10. Self-phased eLearning module inclusive of activity/ies at the end of the mock course which is/are automatically checked and correct answers are provided.					

TOTAL POINTS: _____

For confirmation if eLearning company can do these but not to be presented yet during the mock course presentation.	YES	NO
1. Responsive website designed for any device (desktop, mobile phone, tablet).		
2. With an option to restrict the access of the user within the FSI network only.		
3. Can be completed within thirty (30) hours and can generate a digital certificate upon passing the assessment at the end of the course.		
4. Includes speaking exercises where students listen to a native speaker voice over and the student will repeat as verbal communications exercise.		
5. Provides the user 1 to 2 chances to retake the assessment if s/he failed to earn a passing mark.		

Evaluator's Signature: _____

Date: _____

Prepared by:	Reviewed by:	Noted by:
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