**WEB PAGE EVALUATION CHECKLIST**

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| **URL** | | | | | | |
| **Type of web site** |  | | | | | |
| **Authority** | | | | | | |
| **Tip: To find out about the author’s expertise, look at links such as: 'About us', 'FAQ', 'Background' or 'Biography'.** | | | | | | |
| Who created the page? | |  | | | | |
| Does this person have their credentials listed? (Education / position etc.) | | Yes | | | | No |
| What organisation is the author of the page affiliated with (if any)? | |  | | | | |
| Is the author or manager of the page contactable? If yes, write down the contact details. | | Yes | No | Details: | | |
| **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.** | | | | | | |
| Is the information accurate? | | Yes | | | No | |
| Does the information you found on this site contradict the information you found on another site? | | Yes | | | No | |
| Does the site offer a selected list of sources or links to other sources? If yes, list a few | |  | | | | |
| Does the information appear to be error-free? (No spelling or grammar or content errors etc) | | Yes | | | No | |
| Have you been able to check the information you found on this site in another resource (newspaper, magazine or book)? YES\_\_\_\_\_ NO\_\_\_\_\_  It is very important that you do this. If Yes, list the resource | |  | | | | |
| **Content / Design** | | | | | | |
| **Tip: When using the website, keep looking at whether it is user-friendly to use or whether you are getting frustrated.** | | | | | | |
| Does the page load in a reasonable amount of time? | | Yes | | | No | |
| Is the site easy to navigate? | | Yes | | | No | |
| Is the text easy to read and not cluttered? | | Yes | | | No | |
| Are the pictures and photos relevant to the content? | | Yes | | | No | |
| Are there clearly marked buttons and links that transport you to locations within the site and allow you to find your way quickly to information you need? | | Yes | | | No | |
| Is the site free from too many distracting images, animations, colours, wild backgrounds, and sounds? | | Yes | | | No | |
| **Audience** | | | | | | |
| Does the site satisfy the needs of its intended audience? | | Yes | | | No | |
| **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.** | | | | | | |
| Is the information on the web page up-to-date? | | Yes | | | No | |
| When last was the site updated? Write down the date. | |  | | | | |
| Is up-to-date information necessary for your purpose? | | Yes | | | No | |
| **Objectivity** | | | | | | |
| **Tip: Does the site present the information with a minimum of bias and without the intention to persuade?** | | | | | | |
| Does the information appear biased (one-sided, critical of opposing views, etc.)? | | Yes | | | No | |
| Is the information factual, and not just someone's personal opinion and/or feelings? | | Yes | | | No | |

Should you use this Web site for information?

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