

## MICRO-CREDENTIAL MODULE CHECKLIST

<b>A. LANDING PAGE</b>		<b>YES</b>
1.	The title is brief, informative, and clear.	
2.	<p>The promo video is compulsory and fulfils the following criteria:</p> <ul style="list-style-type: none"> <li>• Includes a short preview of the module</li> <li>• Duration up to 3 minutes</li> <li>• Includes the instructor's image and profile</li> </ul>	
3.	<p>The blurb is compulsory and fulfils the following criteria:</p> <ul style="list-style-type: none"> <li>• Brief and concise</li> <li>• Highlights key features, interesting aspects and value</li> </ul> <p><a href="#">Click here to learn more</a></p>	
4.	Module includes synopsis.	
5.	Recommended prior knowledge and skill are clearly stated (if any).	
6.	Module learning outcomes are clearly stated.	
7.	The start date is clearly stated (if any).	
8.	The estimated duration required to complete the module is clearly stated.	
9.	The price is clearly stated (free or paid).	
10.	<p>The instructor's profile has the following details:</p> <ul style="list-style-type: none"> <li>• Full name</li> <li>• PTJ</li> <li>• Photo</li> </ul>	
<b>B. HOMEPAGE</b>		<b>YES</b>
1.	Includes welcome and getting started.	
2.	Brief description/synopsis of the module.	
3.	Learning outcomes are clearly stated.	
4.	Instructions to navigate the module are provided.	
5.	The instructor's profile is provided.	
6.	Brief instruction on netiquette is provided (if any).	

C. USER EXPERIENCE (UX)		YES
1.	The module has a systematic, consistent, and uncluttered layout.	
2.	The module is easy to navigate.	
3.	Text and colour scheme is consistent.	
D. CONTENT		YES
1.	The content is structured systematically.	
2.	Instruction is sufficient and clear.	
3.	The content is free of grammatical and spelling errors.	
4.	The module offers a variety of contents.	
5.	<p>Slides/presentation/infographic/pdf:</p> <ul style="list-style-type: none"> <li>• Simple</li> <li>• Minimum bullet points &amp; text</li> <li>• Minimum transitions &amp; builds (animation)</li> <li>• High-quality graphics</li> <li>• Appropriate charts</li> <li>• Appropriate colour scheme</li> <li>• Appropriate fonts</li> </ul>	
6.	<p>Each video should meet the following criteria:</p> <ul style="list-style-type: none"> <li>• Original</li> <li>• Duration is between 3-15 minutes</li> <li>• Contain <b>1 (ONE)</b> main concept or <b>1 (ONE)</b> learning outcome</li> <li>• Acceptable quality</li> <li>• Smooth transition (between video scenes)</li> <li>• Subtitle or closed caption for the video (optional)</li> <li>• The instructor appears professional and confident (if relevant)</li> <li>• Engaged with audience</li> <li>• Clear voice with good pace</li> <li>• Delivered in conversational language</li> </ul>	
7.	<p>Each audio/podcast should meet the following criteria:</p> <ul style="list-style-type: none"> <li>• Original</li> <li>• Duration is between 3-15 minutes</li> <li>• Contain <b>1 (ONE)</b> main concept or <b>1 (ONE)</b> learning outcome</li> <li>• Acceptable quality</li> <li>• Transcript (optional)</li> <li>• Engaged with audience</li> <li>• Clear voice with good pace</li> <li>• Delivered in conversational language</li> </ul>	

<b>E. LEARNING ACTIVITY</b>		<b>YES</b>
1.	At least two learning activities are provided that are aligned with learning outcomes.	
2.	Instruction for each activity is clear.	
3.	A variety of learning activities that relate to real-world applications of the discipline.	
4.	Engaging learning activities.	
<b>F. ASSESSMENT REQUIREMENTS</b>		<b>YES</b>
1.	At least one assessment (formative/summative) is provided that is aligned with learning outcomes.	
2.	Appropriate methods and level of taxonomy to assess learner's mastery of content.	
3.	Instruction for each assessment is clear.	