

## “Multimedia and Communications” review form example

### Assignment type:

“Multimedia and Communications” is a second year subject in which students engage in a web site development process with the aim of improving science communication through the use of multimedia. Students work in groups of 4 or 5 students, and each individual in the class receives one website to review.

### Review form:

**Instructions:** This evaluation process lets you give *helpful* feedback to other students about their developing Web site. Part of this will contribute to their final mark for the project.

The first part lets you offer some qualitative comments. It is followed by a fairly long "Common core elements" checklist. Not all items will be relevant to the site you are reviewing, but please click 'yes' or 'no' to as many as possible. For any item that you check “no”, please write a brief comment for the designers. Try to be constructive – but at the same time don’t hold back on things that you feel strongly should be changed.

- 1. Type of computer used for review:** This review was carried out using the following kind of computer:  
  
Macintosh/PC
- 2. Browser used:** Which browser did you do your evaluation on?  
  
IE 6 / IE7 / Firefox / Safari / Netscape / Other (specify below)
- 3. Visual:** Overall comment on visual impact of site:
- 4. Technical:** Overall comment on technical aspects of the site:
- 5. Content:** Overall comment on the content of the site (including the appropriateness of the writing style of any text)
- 6. Personality:** Overall comment on personality of the site:
- 7. Navigation:** Did you come across any instances where you couldn’t answer one fo these 5 questions:  
Where am I?

For more information about student peer review, visit: <http://peerreview.cis.unimelb.edu.au>

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Where can I go?  
How will I get there?  
How can I get back to where I once was?  
What do I expect will happen if...?

**Please comment:**

- 8. Overall assessment:** The following rating together with that from several other students, will contribute to this team's mark. Please give it your due consideration. Remember that this site is not yet meant to be complete – but you can still rate it on *aspects of its design*.

My **overall** rating of this site is:

**Excellent / Good / Satisfactory / Poor / Very poor**  
**Comments/Justification**

- 9. Core design elements:** Now scan the list below and give yes/no responses to as many of these elements as you find appropriate. This is a checklist for designers – so leave blank any items that you have not considered or don't make sense for this site. Give comments to explain.

*Universal design*

- a. Maintain a standard page layout and navigation method throughout the web site.

**Yes / No**  
**Comments/Justification:**

- b. Use headings, lists and constant structure

**Yes / No**  
**Comments/Justification:**

- c. Avoid the unnecessary use of icons, graphics and photographs

**Yes / No**  
**Comments/Justification:**

- d. Use plain backgrounds and simple layouts to improve the readability of text

**Yes / No**  
**Comments/Justification:**

- e. Ensure that foreground and background color combinations provide sufficient contrast

**Yes / No**  
**Comments/Justification:**

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f. Provide a text-only index or site map of the site

Yes / No

Comments/Justification:

g. Include textual as well as graphical navigation aids

Yes / No

h. Dates are not abbreviated; for example, use December 1, 2005 rather than 1/12/05.

Yes / No

Comments/Justification:

i. Ensure that dynamic content is accessible or provide an alternative presentation or page.

Yes / No

Comments/Justification:

j. Avoid movement in pages unless it is user controlled.

Yes / No

Comments/Justification:

k. Web pages and images render well at different monitor resolutions & sizes.

Yes / No

Comments/Justification:

l. Hyperlinks to downloadable files should include a text description that includes the full size and file type.

Yes / No

Comments/Justification:

m. On each page, is it clear: I know where I am; where I can go; how will I get there; how I can get back?

Yes / No

Comments/Justification:

#### *Text-based design*

a. End all sentences, headers, list items, etc. with a period or other suitable punctuation.

Yes / No

Comments/Justification:

- b. Avoid using side by side presentation of text, for example, columns and tables.

Yes / No

Comments/Justification:

- c. Minimize the number of hyperlinks that appear in a single line of text.

Yes / No

- d. Avoid/Limit the use of bitmap images of text, unless textual alternative is also provided.

Yes / No

Comments/Justification:

- e. Provide meaningful and descriptive text for hyperlinks, don't use shorthand.

Yes / No

Comments/Justification:

#### *Graphics and images*

- a. Minimize the file size and number of images you display on any one page.

Yes / No

Comments/Justification:

- b. Design your background image at the lowest colour depth and resolution you can.

Yes / No

Comments/Justification:

- c. Ensure that text can always be clearly read at any location against the background.

Yes / No

Comments/Justification:

- d. Use the ALT attribute for all images, pictures and graphical bullets.

Yes / No

Comments/Justification:

#### *Audio/Visual Features*

- e. Provide text transcriptions of all video clips.

Yes / No

Comments/Justification:

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- f. If possible include captions or text tracks with a description of sounds of the movie.

Yes / No

Comments/Justification:

- g. Provide descriptive passages about speakers and events being shown through video clips.

Yes / No

Comments/Justification:

- h. Give a written description of any critical information that is contained in audio files contained on your website.

Yes / No

Comments/Justification:

- i. If you link to an audio file, inform the user of the audio file format and file size in kilobytes.

Yes / No

Comments/Justification:

#### *Scripts, Applets and Plug-ins*

- a. Provide alternative content in case active features are inaccessible or unsupported.

Yes / No

Comments/Justification:

Feedback form:

Use this form to give quick feedback to your reviewer as to how helpful you found their review. Add comments if you wish.

1. Overall, I found your comments on my Web site (under the headings Visual, Technical, Content, Personality) to be:

Very helpful / Quite helpful / Not very helpful / No help at all

Comments/Justification:

2. Overall, I found the issues you identified under “common core elements” to be:

Very helpful / Quite helpful / Not very helpful / No help at all

Comments/Justification: