Final LMS Review Checklist

Congratulations on reaching the final review within Generac University! Please take a moment to go through this checklist to make sure you have completed all the necessary checks on your course.

<u>On the LMS course home screen</u>

- ❑ Review the description

- ❑ Review resources- select each to verify

- ❑ Does each module launch?

- ❑ Are the modules set to unlock in a sequence?

<u>In each module:</u>

Ensure the following occurs:

- ❑ The audio plays without glitches and when expected

- ❑ The narration audio volume is adjustable

- ❑ Videos launch when selected

- ❑ Video controls work when selected

- ❑ Close the module before completing - Does the module place hold when closed before completion and return to the last screen seen?

- ❑ The module gives feedback on knowledge checks (if your course has knowledge checks)

- ❑ If the module is a test/assessment, the score matches the math. (Example: 8 correct out of 10 question equals 80%)

- ❑ The test/assessment provides pass and fail screens

- ❑ Close the module after completing - The module place holds when closed after completion

On the LMS course home screen

Ensure the following occurs:

- ❑ Each module shows up with the correct course status
  (In Progress/Completed or Pass/Fail)

- ❑ The certificate appears in the certificate widget

- ❑ The correct learner details populate the certificate

- ❑ Course completion emails are received

- ❑ The certificate prints

On the Dashboard

- ❑ If this is a prerequisite course, does the next course in sequence unlock?