

Human Resources Learning and Organizational Development
L&OD Content Development
Stage 4 - Review Process

TechSmith Camtasia, Adobe Captivate, or Vimeo Link:

The review process can provide Subject Matter Experts (SMEs) a chance to review and provide feedback to the Instructional Design (ID) Team.

1. ID Team will provide SMEs a link for review.
2. Select link and review video and take notes.
3. After review, email your ID Team to let them know you have completed and provide any notes or feedback.
4. ID Team will review comments, contact SMEs with any questions, and update content if needed.

Articulate Review 360 (Storyline or Rise) Link:

Articulate Review 360 is a web app for collaborating and collecting feedback from SMEs on e-learning projects.

1. ID Team will provide SMEs a link for review.
2. Select link to Articulate Review.
3. You will be prompted to enter your email address to review and post comments for the ID Team. The ID Team will receive email notifications with the comments.
4. Email your ID Team when you have completed Articulate Review.
5. ID Team will review comments, contact SMEs with any questions, and update content if needed.

Additional Important Information:

1. *Content can be tested in any of the following web browsers: Chrome, Firefox, and Edge.*
2. *In Articulate Review, if there is an Exit button at the end of the training, do not click on it. The Exit button only functions while in the County LMS site.*
3. *The final review is to make sure the content is functioning as designed. At this stage, all content (i.e. audio, closed captions, slides, graphics, design, etc.) is considered final.*
4. *Customer Support Help Link: <https://rc-hr.com/learning/customer-support>*